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The Paris Depository For Notarial Archives

By HOWARD C. RICE, JR.

Princeton University Library

THE "Minutier Central des Notaires du Département de la Seine," administered by the Archives Nationales in Paris, is a noteworthy example of cooperation between government officials and private individuals for the purpose of making semi-private records available to historians. Notarial archives, as such, do not fall within the experience of most American archivists or scholars, for the institution of the notary, as it exists in France and in other countries where the legal tradition is predominantly Roman, is not part of the social and legal structure of the United States. The word itself has lost much of its significance here, so that it is necessary to stress, first of all, that a *notaire* in France is not merely a "notary public." He has been since the early 14th century — and still is — a semi-public official who performs some of the functions of a family lawyer and advisor, and also serves as the official recorder of such legal acts as wills, marriage contracts, sales of property, leases and deeds. Although the notary's office, called an *étude*, is a privately-owned business, it is officially-licensed and the notary himself is appointed by the President of the Republic. In the Department of the Seine, which includes the city of Paris, there are 144 such *études*, all of them dating from before the French Revolution. Although a law of 25 Ventôse an XI (March 16, 1803) redefined the obligations and functions of the notary, it merely codified pre-Revolutionary usage and did not essentially modify an institution which had its origins in royal ordinances of the Middle Ages. It is indeed an interesting vestige of Ancien Régime usage whereby certain public officials, such as tax collectors, bought their privilege from the King (*achetaient leur charge au Roi*).

In some circles it is current, at the present day, to claim that the notaries are an anachronism and to predict that within the next half-century they will be "nationalized" and transformed into regular public officials. Should this take place it would certainly be only after some resistance. The notaries, who are governed profes-

sionally by a Chambre des Notaires, form a close-knit corporation which enjoys a sort of monopoly, often a lucrative one. In respectable middle-class families, as readers of French novels know, a young lady who marries the son of a notary is known to have made an excellent match. The notary's *étude* often passes from father to son, or to son-in-law, and even when it passes out of the family, it does not go for a song. The gilt oval "*panonceau*" hung over the doorway of the notary's *étude*, tarnished as it may appear to the tourist or the casual passer-by, usually indicates that a prosperous citizen resides within.

The law of 1803, confirming a royal ordinance of 1575, requires a notary to record and preserve indefinitely the legal acts which he has drawn up and which have been signed in his presence. In notarial language these original documents are called *minutes*, while copies of the document supplied by the notary (for a fee) are known as *expéditions*. The official records thus form the notary's *minutier*, which, barring accidents, is complete since the establishment of the *étude*. The over-eager researcher needs to remember, however, that this obligation to preserve records applies only to the official acts, and not to such unofficial records as the notary's correspondence with his clients. Such correspondence files have generally not been preserved beyond a generation or two. It should also be noted that certain legal acts of limited duration, known by the generic term of *brevets* — receipts, for example — need not be preserved. The 1803 law also stipulated that the notary should not communicate the official records in his *minutier* to any but the parties involved or their direct heirs.

The value of notarial archives to the historian has long been apparent to French research students. Until 1928, however, attempts to achieve a generally acceptable working arrangement between historians and notaries, in respect to the latter's archives, were fruitless. In that year, due in large measure to the long campaign waged by M. Ernest Coyecque, the French parliament, on March 28, passed a law authorizing the notaries to deposit their older records (those over 125 years old) in the National Archives in Paris (for the Department of the Seine) or in the appropriate departmental archives. Although the law provided that records so deposited remained the property of the notary and that their consultation remained subject to his authorization, it at the same time lifted the ban on communication to other than members of the family concerned. The physical preservation and management of the records deposited devolved upon the public archival authorities.

In spite of some fears to the contrary, the notaries have in general accepted with good will the invitation implicit in the 1928 law. In most cases it has worked to their great advantage by relieving them of responsibility for the housing and preservation of cumbersome masses of paper. In the provinces, where the transfer has in general been less rapid and complete than in Paris, there are already extensive depositories at Aix-en-Provence and at Avignon, to mention but two noteworthy examples. In the case of the Department of the Seine, the first deposit was made at the Archives Nationales in December 1928, and exactly twenty years later, in December 1948, the one hundred and forty-first deposit was made. Thus, the archives prior to 1803 (which represented the "older than 125 years" criterion in 1928) for 141 notarial *études* of the Department of the Seine are now gathered together in a single centralized *minutier*. Supplementary deposits are continually pushing forward the 1803 terminal date-line. The Minutier Central is located in a wing of the Hôtel de Rohan (bordering upon the Rue Vieille du Temple and the Rue des Quatre Fils) and is now in charge of M. Jacques Monicat, Conservateur aux Archives Nationales. The notarial archives grouped here occupy some 12 kilometers of shelf-space, and it is estimated that they total approximately 75 million separate documents.

These notarial archives have reached the Minutier Central in varying states of physical preservation and of organization. Checking them and grouping them in properly marked bundles has in itself been a tremendous task. The arrangement, however, is relatively simple. Each of the 141 *études* has its number, a Roman numeral, while the documents for each *étude* are arranged chronologically in bundles (*liasses*) numbered consecutively with Arabic numerals. Thus, for example, "CVIII, 680" and the date September 30, 1776 are sufficient to designate the location of Voltaire's last will and testament. It must be recalled that each *étude* has had a continuous existence since its establishment, that the different notaries who have owned it have been but temporary custodians, and that a simple "genealogical table" enables one to find out quickly the name of the owner either at the present time or at any given date in the past.

The real key to the records is provided by the *repertoires* of its archives kept by each *étude* according to a uniform pattern. These repertories are journals or daybooks in which each *minute* is recorded briefly, in chronological order. An entry in a repertory might

read, for instance: "1765, 15 April, Will, Jean-François Durand." These repertories, as distinguished from the *minutes* themselves, have been grouped together in the office of the curator of the Minutier Central, where they form an extensive "catalogue room." Although a few repertories are missing, the series is remarkably complete from the year 1650 forward. These repertories are communicated to the researcher in the public reading room at the Archives Nationales (where typed check lists of them are available, together with lists—*états numériques*—of the bundles comprising the records of each *étude*), thus enabling him to ascertain the probable existence of a given document. Before consulting the document itself, he must first obtain written permission from the particular notary who still remains the legal owner of the records (and still retains, in theory at least, the right to charge a fee for an *expédition* or verbatim transcript). Such permission is generally granted as a matter of course.

Some idea of the varied resources offered by the notarial archives can be obtained merely by scanning the pages of the repertories. The tradition of the duly-legalized written agreement has always been strong in France, and the role of the notary as a family advisor has remained an important one especially in the provinces. Thus one may find among the *minutes* drawn up by the notary, autograph signatures of famous men and women, of course, but more important than these, inventories of property, marriage contracts, wills, loans, and leases. The sworn statements and contracts may touch upon such matters as apprenticeship, author-publisher relations, mining or water rights, estimates for the execution of a monument or a portrait, theatrical companies, and the chartering of business corporations. Among the curiosities cited there is even a duly-sworn bet between two Old Régime gentlemen concerning the sex of an unborn child.

Most research students usually find that they learn more about archives and their arrangement from actually "working" them than they do from reading abstract descriptions of them. Mention of two documents of American interest which I recently located in the Minutier Central may therefore appropriately be included here as an example of how these archives work. I wanted to find the originals (that is, the *minutes*) of the leases for the two houses which Thomas Jefferson occupied when he was American Minister in Paris from 1784 to 1789. In the case of the Hôtel de Langeac the search was simplicity itself. I knew from Jefferson's own account book that he had signed a lease for this house in September

1785, and knew from a reference in one of his later letters that the name of the notary who drew up the lease was Maître Perier. The *étude* owned by Maître Perier in 1785 (and by Maître Paillat in 1950) is the one designated as no. XCVII. The repertory of this *étude* covering the period of September 1785 soon provided the notation: "1785 / Septembre / 5 / Bail de Maison / M. le Comte de Langeac à S.E.M. Jefferson." The document itself proved to be in its proper place, undisturbed, I imagine, since one of Maître Perier's clerks filed it away. It supplied the expected details about the house and the terms of its lease (although a complete description was deemed unnecessary as the lessee declared that he was familiar with it!), as well as marginal amendments, dated 1789, concerning an extension of the lease. Presumably, then, the location of any other document in the Minutier Central would be as simple, provided one had as a starting-point, as in this case, three known elements: the names of the party or parties signing the document, the name of the notary, and the approximate date.

In the case of the other Jefferson lease the search was not such an easy matter. Again I knew from Jefferson's account book that he had in October 1784 signed a lease for a house with a certain M. Guireaud (also spelled Guiraut, Gueraut and Gueraud) and that he had paid a notary for drawing up the lease. But I could find no reference anywhere to the notary's name. The lack of this essential bit of information was the stumbling block. Nevertheless it was exasperating to think that the sought-for document was probably somewhere among those 12 kilometers of *minutes*. Then it began to appear obvious to me, from my elementary knowledge of mathematics, that since I had two known quantities, I should be able to find the third unknown quantity, and that by looking through the repertories for each of the 141 *études* under the date of October 1784, I ought to find it. I was assured such a method had succeeded in at least two instances where the researcher had been stubborn enough to attempt it — once at *étude* no. XI and once at *étude* no. XXV — and that I was cordially permitted to try my luck. I therefore began with the appropriate repertory of *étude* no. I, and working my way up-shelf and down, I was finally rewarded during my third session — but not until I had reached *étude* no. LXXIX — with the entry: "16 octobre 1784 / Bail. / M. Guireaud de Talairac à M. Jefferson." I was doubly rewarded when the *minute* itself was found in its proper bundle. It supplied enough information to make the lessor a little less of a mere name than he had been before, and gave several clues for further research.

Whether or not the game just described was worth the candle is perhaps irrelevant here, for if such a premise is not granted, then what would become of the archivist's vocation? If nothing else, it seems to me a conclusive demonstration of the value of the centralization of these notarial archives in the Minutier Central. A search such as the one in question would scarcely have been undertaken at all, had it been necessary to call upon each of the 141 notaries of the Department of the Seine. It should be added that the long-hard method of locating a document, in cases like the Guireaud-Jefferson lease where the searcher does not know the name of the notary, will at some future date be unnecessary. The custodians of the Minutier Central have begun a card catalog index to the documents comprising the collection — an ambitious project which will seem doubly laudable to anyone familiar with the dearth of personnel available for such a task. In compiling this index to the proper names occurring in the documents, the *repertoires* are checked against the *minutes* themselves, thus providing at the same time a further check upon the accuracy of the repertories and the completeness of the *minutier*. Work has begun at each end of the collection, chronologically speaking. Documents for the 16th century or earlier, which present numerous paleographical problems, are being indexed by the curator and a trained assistant archivist; some 200,000 cards have been completed to date. The indexing of the documents for the period since 1789 has been entrusted to less specialized part-time workers, who have to date completed the index for *études* I to XX. The value of such indexes for historical research needs no commentary.

In December 1948, upon the occasion of a ceremony commemorating the twentieth anniversary of the establishment of the Minutier Central, M. Charles Braibant, Director of the National Archives of France, pointed out that this "modest achievement" did honor to both notaries and archivists of France, and that it provided a useful example of what can be accomplished when a private professional group cooperates with the archival profession in a project of public interest.[1] The accomplishment is far from modest, and may indeed serve as a useful example outside the frontiers of France.

[1] M. Braibant's remarks, with a brief description and guide to the Minutier Central, are included in a pamphlet published upon this occasion: *Vingtième anniversaire du plus grand minutier du monde. 21 Décembre 1948. Compte rendu suivi d'un état sommaire de ce dépôt* (Firmin-Didot et Cie, Paris, 1949, 43 pages, 2 plates).

The Genesis of Cornell University's Collection of Regional History

By EDITH M. FOX

Cornell University
Collection of Regional History

IF Cornell University is considered as an integral part of the surrounding region, and its development as a part of the history of that region, then its collecting of regional material began with its inception. At that time, its founders and trustees placed the minutes of their first meetings to one side for preservation. Although these men had no thought of the regional value of the minutes, letters, petitions, memoranda, and odd scraps which were tied neatly in packets with legal tape, they did think that the papers represented an unusual and possibly great event which was taking place in and would benefit the people, particularly the common people, of central New York. None of them felt more strongly about this than did Ezra Cornell and Andrew Dickson White. The former considered his role in the founding of Cornell University as one of the greatest honors ever bestowed upon a man, the culmination of all his successes which were reached through grievous toil and suffering.[1] President White wrote, "Night & day I have worked for this University — I am willing to give my life & all I have for it." [2] Both were building and sacrificing with tremendous enjoyment for posterity, and both felt themselves to be rather unusual men, but both also had a sober respect for the judgment of posterity. White even wrote a history of himself to prove to his friends and to those who would follow him that all his life he had "sought to fight the good fight." [3] But beyond the reach of their words were the official papers which revealed in brief outline their particular ambitions and acts to do good for society and posterity.

Neither Cornell nor White cared to be remembered merely as an "Honored Founder," as one large statue facing another across the width of a campus, as the author or co-author or the presiding chairman over the writing of official documents. These did not re-

[1] Cornell to Mary Ann Cornell, Jan. 17, 1869, *People's College Papers*, Collection of Regional History.

[2] White to Joseph Harris, Feb. 24, 1868, *Trustees' Minutes*, C.R.H.

[3] *Autobiography of Andrew Dickson White* (New York, 1905), Vol. 2, p. 509.

veal the whole story — the genesis of the University in the People's College movement; the yearning of one man to do some social good with a fortune he thought his family did not need; the long pondered dream of another man to erect a modern university in central New York; the deep influence of the European educational system on his thought; the contacts with Europe and England which enriched the faculty and the library; the daily struggles and triumphs over the problems of finance; the acquisition and disposal of the University's western lands; the expressions of emotion by the founders, the faculty, the students, the people of the region, and all those who supported or attacked the "Cornell idea"; and many other factors, some of them barely perceptible at the time, which helped to mold the University. And then, there were other things; the telegraph or the diplomatic career, for instance. Cornell thought he had made history in his work with the telegraph, and while White was not "a maker of kings," he did think he had contributed something toward making peace between nations. Official documents could not reveal the complexities of their lives, the uniqueness they felt in themselves. So, like other mechanics, farmers, school teachers, politicians, and diplomats of the region, they assiduously saved their papers, not altogether because of professional or business necessity, or the desire to save treasures for the grandchildren, as White said,[4] but because they were also reaching out for the posterity of which the grandchildren were a part.

Ezra Cornell died in 1874. His papers, like those of many other men of the region, were saved by his family and divided among his descendants. Many still remain in private hands. After White's death in 1918, his former student and devoted friend, Professor George Lincoln Burr of the Cornell history department, placed White's collected papers in the anteroom of the library vault, arranged some of them alphabetically, and left the others in their original small file boxes. Although Professor Charles E. Hull grew quite agitated over the waste of his colleague's abilities in the sorting of cancelled checks,[5] he, too, caught the contagion, brought together Ezra Cornell papers, and spent years in making itineraries and detailed notes in the smallest of handwritings and the smallest of notebooks. Having become interested in local historical materials, Hull went even farther, and made pleas in the Ithaca newspa-

[4] *Ibid.*, 2, p. 211.

[5] Bainton, Roland H., *George Lincoln Burr His Life and Selections From His Writings*, edited by Lois Oliphant Gibbons (Cornell University Press, Ithaca, 1943), p. 88.

per for their preservation and their donation to the Cornell University Library.

In time the papers of a number of men who had played significant roles in the development of the University slowly gravitated toward the anteroom of the vault. There they remained, much in the condition of their arrival, since the University Library was neither equipped nor supported to handle such special collections of manuscripts. Meanwhile the administration continued to preserve its official records. Broad academic policies guaranteed the preservation of all these papers in their entirety, although they remained unprocessed, unpublicized, scattered about the campus in various depositories, and almost inaccessible to the world of scholars. As elsewhere, a decided research interest had to assert itself before a demand could be made, or warranted, for a large scale program of processing and making available a mass of source material which was already housed and was open to discovery by a really determined and imaginative scholar. The same held true for the formulation and promotion of an active and systematic collecting program. Thus, although certain members of the Cornell family as well as relatives of some of Ezra Cornell's closest friends, business associates, and notable contemporaries resided in Ithaca, there was no official attempt to attract or secure their family papers. Since there was no official program for collecting, preservation or use, people had little incentive to give their papers to the University. Fortunately, the local historical society, which at the time seemed the logical agent to gather and preserve such material, counted among its membership Professor Hull and other local citizens and scholars of sound historical appreciation. Even then there were interims where for the lack of space and qualified judges papers of the greatest research value were refused or overlooked and consequently destroyed.

As the young and vigorous University expanded, its agricultural economists, scholars, scientists, cultural leaders, extension workers, and other faculty and staff members functioned in an ever widening sphere of regional influence. Research interest, particularly as it concerned the role of the common man, began to focus on specialized aspects of the region's history. Professor Alexander M. Drummond developed a State-wide program of play writing around local legends, while Professor Harold Thompson gathered and wrote about folklore. Local dialects, Indian cultures, folk music and the collecting of secondary sources for the region attracted the attention of still other professors. But the emphasis on the gathering

of any quantity of manuscript evidence centered largely in the department of agricultural economics where, during the early thirties, various professors collected farm records for their own research. Although highly specialized, temporary, and without official recognition in the matter of funds, these latter projects indicated the growing awareness of the potential research value of the average citizen's old records and of the need to hunt them out of their attic habitats if that value were ever to be realized. This awareness was further stimulated by the surveys, guides, and catalogs made of little known historical records by workers in NYA and WPA projects.

In 1936, Professor Paul Wallace Gates became a member of the history department. Long interested in the history of the disposal of the Public Domain, he soon began a particular study of Cornell University's Wisconsin pine lands. In searching out material for this study, Professor Gates discovered long files of correspondence and other rich source materials which had long been buried among the University archives, forgotten in a vault which was located in the sub-basement of a girls' dormitory. Since there were no facilities for their use by scholars, he had perforce to work on the papers at a makeshift table in the dark, airless vault, and to climb over and around icy or hot pipes as he poked into high, concealed corners for additional, dust-covered pieces.

In following his various leads, Professor Gates hunted for other collections, principally in the Midwest, which related to the activities of men from this region who had been involved in the handling of the Wisconsin pine lands and in the investment of regional capital in the land and lumbering business. A number of these highly valuable collections, along with supplementary newspapers, were acquired by him for the University. It was the first time that an attempt had been made to locate manuscript materials which dealt with the history of both the University and the region. This was the kind of positive manuscript hunting which President White and Professor Burr had engaged in many years before in Europe, and it carried on the liberal spirit in which White had established the history department and the library.

Shortly thereafter, Professor Gates proposed to President Edmund Ezra Day that a research center in the history of up-State New York and the region it influenced be created at Cornell. He pointed out that although Cornell University had the chief graduate school of the region and was doing more graduate work in regional problems than ever before, a student concerned with the

region's historical past had to search for his manuscript sources in Albany, New York, or Washington. The University needed a collector, some money for the purchase of "out-of-the-way" manuscripts, and a special room to serve as a depository; with these "Cornell could go far in establishing itself as a great research center in the history of New York."

Such an idea appealed to those members of the administration and faculty who were interested in regional relationships or history. Still wider interest was aroused when Dr. Lester J. Cappon, fresh from the triumph of having built the already well-known regional collection at the University of Virginia, gave a Goldwin Smith lecture on historical records and university archival administration. A faculty committee with Professor George H. Sabine, Dean of the Graduate School, as its chairman began to formulate a program for the creation of a special collection of original historical and cultural New York State source material. A Rockefeller grant for $18,000 was obtained to finance the project in part and with the understanding that the University would assume full responsibility at the end of five years or thereabouts. During those years the University appropriated funds to supplement the grant and to cover operating expenses, shelving, fluorescent lighting, boxes, the printing of reports, an electrocopy machine, and other items. On July 1, 1948, the University accepted the responsibility for the now flourishing Collection of Regional History and incorporated it as a department of the University Library.

In September 1942, Whitney R. Cross, then a graduate student in American history at Harvard and with a research interest in the region, was appointed curator. Three years later, having established an administrative set-up which combined his own ideas with the best he could find elsewhere, having made wide contacts in the field, and having collected materials that were more than significant and sufficient enough to merit the publication of the first published report of the curator, Dr. Cross left for a teaching position. The writer, who had been an assistant in history to Professor Gates and had had table space just outside Regional History's door, became the acting curator with mingled feelings of trepidation, determined expectations, and an enthusiasm which could be daunted by spiders.

An unexpected call took Dr. Cross away while I was returning from the manuscript division at Albany. His capable secretary, upon whom I was depending for advice and solace, had obtained a long awaited permit to return to her home in Honolulu, and was frantically packing. Unaware of these developments and viewing a

blurred world because of the drops put in my eyes the hour before, I strolled in at ten o'clock the next morning. Two weeks previously, the Collection had been in the neatest of order with the latest acquisition just disappearing into manuscript boxes. Now the Collection was deserted and apparently the scene of recent violence. Half-hidden in piles of crumpled old newspapers, the boots of what promised to be a corpse protruded from beneath the long work table. Near by lay an old felt hat, badly crushed by some blunt instrument, several antiquated bird cages, rusted skirt hoops, and a knife — a paper knife, I later discovered. Packets of letters and all sorts of odd scraps spilled from numerous sagging hampers, cartons, and wooden boxes. Dr. Cross's latest acquisition had arrived as he was departing and had to be processed. The cages and other props were for the drama department. Almost immediately several thousand copies of Dr. Cross's *First Annual Report of the Curator* arrived to be prepared for the mail, and then came a great deluge of local weekly newspapers from the upper campus. At the same time, there came over me an irresistible desire to go out and try my hand at the collecting game.

During the following years, the atmosphere of my introduction to the Collection of Regional History remained a continuing reality. In an expanding manuscript division where office, work, and reading rooms are only sections separated by low partitions, and where the staff is inadequate in number, the incoming collections and those under processing spread in all directions, with visiting research workers fitting into odd corners and with neatness as a rare manifestation that seems a delusion of grandeur.

I cannot write of Dr. Cross's experiences during the first three years of Regional History's development, although they seemed to resemble mine. Gas-rationing did confine his collecting trips to trains and buses, and proved a serious handicap where prospective donors in isolated areas were involved. After almost two years on the job, I acquired an old Ford which the graduate students nicknamed the "Rabbit," and which transported a good many tons of historical loot before its bulging doors began to fall off. Although trucks must be hired to carry large acquisitions, a car is indispensable for any one engaged in the profession of collecting manuscripts. Funds spent for work in the field bring many more times the quantity of material than funds spent for purchases. A small fund is necessary, however, for purchase in special cases and in order to acquire those fragments of units already gathered which at some time in the past went to dealers.

In October 1942, Regional History opened in quarters fitted out in a departmental library in Boardman Hall. A substantial number of the account books gathered by the professors of agricultural economics and several manuscript collections from the University Library and various departments broke the bareness of the shelves. Three-quarters of this departmental library was reserved for graduate students in history and government. Regional History soon filled its own section, then two of the remaining three, then an attic space as large again as the library, and then any vacant or near vacant space it could wangle. Succeeding waves of graduate students eyed its very removable door with apprehension and declaimed vociferously that they would not budge an inch even while they enthusiastically participated in building its accessions and demonstrated a possessive pride in its growth.

More disturbing, in a way, than the problem of space is that of weight. With the arrival of the first collection to be measured in terms of tons, the architect warned of dangers of weight distribution and additional weight on a floor which was supported by slender iron pillars. Below is a large lecture hall. Seemingly solid floor is conducive to a feeling of "*That* can't happen to us," and it is the professors with classes beneath who inquire at the beginning of each term as to our immediate prospects of acquiring tonnage. The problems of space and weight will be solved during 1952 — the latest figure — with the removal of Regional History into spacious and proper quarters in the New York State College of Agriculture and Home Economics Library, which is now under construction.

Six general types of source materials were to be collected, processed, and made available to research workers and scholars: files of newspapers and magazines printed in up-State New York and adjacent areas; business and industrial records; family papers; those relating to the development of settlement and political units; those relating to the development of education and religion; and memorabilia of cultural history, including broadsides, programs, folk music, and other regional ephemera. Any changes in broad policies were to be considered by an advisory committee which, then as now, consisted of scholars in a number of fields and the Director of the University Library. In the best tradition of the University and as a challenge to creative ability, the curator was given a freedom of action to build the Collection.

The solution of the problem of how to acquire these materials lay largely in the advantageous situation of the newly-created man-

uscript division. As a department of Cornell University, it could appeal to faculty and staff members, to a large and active group of extension workers, and to a wide regional circle of alumni and students for advice and aid in making contact with potential donors. In the matters of determining what periods and aspects of regional history needed attention and of judging the relative research values of primary materials, the curator could seek the advice of eminent scholars on the faculty. This kind of assistance is rendered so modestly that I, for one, tend to take for granted its generosity and importance.

Newspaper notices, publicity through university publications and over the radio, and circulars were used to attract attention to the new project. An occasional exhibition of manuscripts or a tea was held, and talks by the curator were given before historical societies and other groups. Wide newspaper publicity has an unfortunate immediate effect of inviting argumentative letters from astrologers or of stimulating gifts of old-fashioned nursing bottles. Appeals to the public at large throw the initiative of taking the first step in the donation process upon the possessor of worthwhile papers and are not successful on a large scale. But sooner or later, attics and storerooms do become problems, and occasionally a stranger walks into our quarters with a carton of old manuscripts and handing us a clipping or circular printed some years before says, "That is what brought me here."

Field work by the curator is, of course, the necessity which steadily brings in the source material. Beyond that, and of great importance, is the interest of that group known as "Friends of the Collection." Farmers, doctors, secretaries, genealogists, business men, lawyers, mechanics, politicians, clerks, engineers, housewives, collectors, salesmen, alumni, graduate students, undergraduates, professors, staff and administrative members — they are everywhere and not always residents of the region. In general, they form the prototype with whose papers and historical past the Collection is concerned.

Their leads and suggestions may not prove immediately fruitful, but in casual or purposeful conversations they pass along their conceptions of our activities and make them seem living, promising, useful in one way or another, sometimes valuable to the causes of American self-understanding and democracy, sometimes amusing and very odd, and, first and last, real. Strengthened perhaps by a natural instinct to collect, this interest often leads our friends to

surprising lengths. It led one genteel business woman in broad daylight into purloining trash from her neighbor's ashcan. On leaving her home one morning, our unnamed heroine, secretary to a Cornell administrator, noticed a small, old-fashioned, red leather valise in an ashcan. Looking more closely, she saw the nameplate engraving — *Ezra Cornell.* It contained ten diaries and a considerable number of letters concerning one of his business ventures. The scholar who had acquired those valuable Cornell items had died, and no one knew of their existence. This same interest, alert to research needs and professionally expressed, brings us regional material from distant parts. Such was the case recently when Miss Charlotte Erickson, a graduate student in American history on a fellowship in England, took the time to gather for us an excellent collection of immigrant letters.

Almost every one — a casual seat companion on a long bus ride, for instance, be it housewife, business man, or a young sailor on leave — responds with quick curiosity to the idea of the Collection. This response is so unaffected and common as to make this particular curator hope altruistically, if sacrilegiously, for the sake of future collectors and research workers that none of these kind people take to keeping diaries and hoarding scraps of "anything that was written about what is happening for it might contain some information for the research worker." These contacts offer, as do our friends, some good definite leads and many suggestions of hodgepodge value. To track down the latter would require investigations by troops of collectors in endless time while larger collections of immediately useful material stoked sacrificial bonfires. When one arrives too late to salvage more than a part of a major collection, little consolation is to be found in the fact that no institution could ever find room for all the fine material as yet undiscovered. Those papers 1810-1853 which produced good pulp in the mill, and those letters A-K which were cleaned out of the old pigeonholed file are the ghosts that haunt collectors, mouthing secrets about the past that never can be heard.

Particular emphasis is given to the building of substantial units of research material. Searches are made for families who have lived and been active for many generations in one community. Their papers often suggest provocative patterns of historical development, and become the nucleus for such a unit. One unit from the Utica area contains the collections of a number of related families who during the nineteenth century were active in business, agricultural, political, and social life on local, regional, and national planes. In-

teresting and significant conclusions as to local and national relationships should result from studies based on these papers. Other units concern specific subjects; canals, education, railroads, temperance and so on.

Graduate students who are deep in their dissertations have a gratifying and stimulating habit of wondering out loud about collections which might exist and which, if acquired by Regional History, might solve their most frustrating research problems. Interested in the farm credit problem in the Midwest, Mr. Allan Bogue quietly persisted in wondering about papers of the Davenport family of Bath, New York. Before long, we acquired them.

One afternoon at an American Historical Association meeting, Dr. Neil McNall, a former graduate student in American history, started little queries in a booming voice about papers relating to the activities of the Farmers Loan and Trust Company in the last century. In turn, I made queries and contacts, and finally located what remained of the company's records in a bank in New York City. After making a detailed inventory of the records, I was permitted to bring them back to Cornell. McNall then used them for his shortly to be published *An Agricultural History of the Genesee Valley, 1790-1860.* The company records are a part of another and larger unit relating to investments over a longer period in and beyond the region.

The Davenport Collection, Mr. Bogue's research on certain aspects of its contents, and anticipated interpretations of it and related collections illustrate rather well some of the end products, the long term results, to be expected from Regional History's activities — of its role to gather and make available to research workers the papers of families and individuals from up-State New York and adjacent areas so that the contributions of these people to local and national life may be analyzed and evaluated. The Davenports invested millions of dollars in farm mortgages in the Midwest and exerted considerable political and social influence there. As residents of Bath, they were substantially involved in local business, and were pillars of support for social and cultural causes. Their interests in industrial developments spread from New York through Pennsylvania to the Midwest. One member of the family ran for the governorship of New York and was a United States senator. Like other Americans of up-State New York who helped to build it and the country, but did not take spectacularly to politics, a way of life, temperance, or any social cause, or innovation, or invention, or business, and become so to speak headline

material, the Davenports were until recently overlooked by historians. Historical interpretations and evaluations of the activities of these Americans are still waiting on their papers which are buried in attics, barns, and the quiet offices which carry on the slow business of unsettled estates.

The Davenport Collection illustrates another fact common to a greater or lesser degree of the majority of the collections and sets of papers held by Regional History. The papers are those of individuals, families, or institutions — Cornell University, for instance — whose activities were integral parts of regional life. Yet our analyses of them show that these people and groups often played large and vital roles in the development and life of other regions. Consequently, the word "regional" becomes more and more descriptive of the collecting range rather than of what is collected.

When Regional History was first established, it was suggested that a course in regional and New York history be offered in conjunction with the activities of the new department. Given by an instructor who might devote considerable time to the study of regional problems, such a course was considered as one step toward the creation of an Institute of Regional Research.

This past year the history department invited me to give a course in New York history during the summer session. Despite the handicaps of no textbooks, of the lack of continuity between the published articles and monographs available for readings, and my own concern over a new course and interpretations, the experiment proved most interesting. The small group of advanced students, who as a majority intended to teach New York history through social studies, took enthusiastically to the idea of interpreting history through contemporary sources, of learning the techniques of using primary sources, and of using them for term papers. Having the class or seminar in Regional History's quarters gave an added fillip which made the group a self-conscious unit with an entity beyond the class. Their rather frequent expressions of surprise over many aspects and periods in the history of New York showed a common leap in knowledge from national history and recent local government to the traditional plane of grist mills, first settlers, and the always present Indian with very little between. The students were the more surprised because New York seemed so intimate and well-known, and its history their special heritage.

Without considering this recent experiment, the most significant service rendered so far by the Collection has been its part in stimu-

lating regional studies by advanced students. Here, again, its position as a university manuscript division is the determining factor in its success. It brings the research worker and his manuscripts to interpretive terms through the guidance given by the faculty and through the aid offered by the rich resources of a progressive library.

In 1948, the Collection became a department of the Cornell University Library under its director, Dr. Stephen A. McCarthy. The cooperation resulting from Dr. McCarthy's appreciation for its aims as a collecting agency and an expanding research center, and his understanding of its always present problems as to needed space, staff, and equipment has been of enormous aid in furthering those aims and in answering the current problems. In the final analysis, the inception, existence, and growth of the Collection of Regional History are products of the liberal tradition fostered by the University and expressed through the interests of its library and faculty.

Creation of Records: The Program of Colonial Williamsburg

By ERNEST H. PRIEST, LUTA M. SEWELL,
and LESTER J. CAPPON *Colonial Williamsburg*

EARLY in 1948 the Archives Department of Colonial Williamsburg (the corporation which carries on the restoration of Virginia's eighteenth century capital, begun by John D. Rockefeller, Jr., in 1927) undertook a study of suitable materials to be used for all of its written records — permanent and temporary. The purpose of the study was to determine what papers, inks, carbons, typewriters, and ribbons would produce the most satisfactory results in each class, especially in view of the large proportion of records of a permanent nature in the archives. The results of this study of materials used in the creation of records, which has in something less than two years proved most rewarding, should be of interest to other archives and records management agencies.

Because of the historical nature of the Restoration project in both the physical restoration of the colonial city and the interpretation of its significance to the public, most of the records created are of long-time research value. It is well to point out, however, that they represent the activities of two interrelated corporations: Colonial Williamsburg, Inc., a non-profit corporation with educational functions, and Williamsburg Restoration, Inc., a business corporation which operates the Williamsburg Inn, the Williamsburg Lodge and other related facilities, the Craft House which sells reproductions of eighteenth century furniture and furnishings, and the Williamsburg Theatre (cinema). Thus the archives of Colonial Williamsburg include large groups of business records as well as those pertaining to research of the educational program.

For twenty years, with few exceptions, Colonial Williamsburg's record materials were chosen for low initial cost, rather than by a selective plan based upon long term records keeping needs. The most outstanding defect in this scheme was the use of a highly impermanent sulphite file copy paper, in contrast to a fine rag paper letterhead for all outgoing correspondence. In view of these circumstances the Archives Department directed its attention to the

question of suitable paper for permanent records through a study made by Miss Wanda Castle, then Assistant Archivist.

At the outset it was apparent that in order to achieve economy and efficiency in a program for improved creation of records, at least a rough scheme of classification was needed. Such a classification presupposes that the originators of records decide upon their retention periods. Therefore

> . . . a program [was] adopted for the creation of all written records which [involves] the classification of records when they are created according to the length of time that it is desirable to preserve them, that is, according to their . . . value. In addition the program [involves] the following steps:
> 1. Specification of materials and equipment to be used in the creation of each type record.
> 2. Distribution of copies of a record in such a manner that copies of suitable quality will be retained for the archives.
> 3. Establishment of higher standards of workmanship in the creation of records.[1]

Although file copy paper represents the material bulk of Colonial Williamsburg's files, before this program was adopted No. 1 sulphite, substance 16 or 20, blue file copy paper constituted this bulk. Both sulphite and rag content onionskins were used for multiple copies. There was at least one rag copy — usually the original — for most important archaeological, architectural, furnishings, and historical research reports; and for legal documents (this one being frequently an out-going copy). Most printing, mimeograph, and Ditto duplication was done on sulphite paper. Rough drafts of correspondence and reports were written on paper of far too high quality to warrant such expensive waste. In short, no organized classification according to permanency of records was in effect to which a similar classification of suitable grades of paper could be applied.

The first step in the study was the accumulation of technical data on the characteristics and qualities of paper, including a working knowledge of the processes of manufacture and testing of its properties. Considerable help on this subject came from pamphlets published by the Government Printing Office, especially those of the National Bureau of Standards; and from official publications of State archives and libraries, notably the Delaware State Public Archives Commission. The Byron Weston Company, manufacturers of high rag content papers provided valuable technical information in succinct form. In pursuing the specific task of selecting cer-

[1] From Miss Castle's summary report.

tain brands of paper to be used, other paper manufacturers and distributors were most helpful, particularly Mrs. Mary C. Sutherland of the Everett Waddey Company, Richmond, Virginia, which now supplies most of Colonial Williamsburg's paper. Other archivists shared the benefits of their experience with this department. Especially helpful were Miss Margaret C. Norton, Archivist, Illinois State Library; Leon de Valinger, Delaware State Archivist; and Arthur E. Kimberly, Chief, Preservation Services Branch, The National Archives.

Specifications for papers used by the National Bureau of Standards were adopted as the basis of paper selection, and the "Approved List of Papers and Inks" of the Delaware Public Archives Commission (which used the Bureau's specifications to test a number of papers) contained adequate suggestions for specific brands. 100% rag paper, substances 20 and 13, were prescribed for permanent records — including basic reports, legal documents, and corporation records. Sulphite No. 1, substance 16, for ribbon copies and 50% rag, substance 13, for record copies were specified for routine correspondence and reports. Record copy paper of only 50% rag content (rather than 100%) was selected because it is filed with incoming correspondence which frequently is not on high rag content paper. Buff rather than blue color record copy paper was chosen for good contrast between typewritten characters and background so necessary if photographing is desired; yet it is easily distinguished from other papers, all white. The light weight permits legible typewritten copies to be made behind the record copy, and yet it stands well in vertical file drawers. For multiple copies in general, No. 1 sulphite, substance 9 (onionskin), is used; for special documents (and outgoing copies) 25% rag onionskin. It was felt that two 100% rag copies of permanent and the 50% rag copy of routine records are adequate from an archival viewpoint.

The file copies of duplicated records (mimeograph and Ditto) are a 50% rag typewritten file copy together with a 50% rag duplicator paper copy. Multiple duplicated copies are put on two grades of sulphite duplication paper, depending upon their use. For accounting type records, 100% rag paper was originally recommended for permanent record purposes, but because of the bulk of this group, the Archivist subsequently recommended a return to high grade, inexpensive, low rag content and sulphite papers with a view to microfilming them regularly.

Government specifications and other information from commercial firms were obtained, giving the properties which carbon paper

and typewriter ribbons should have to produce permanent records. However, no agency was found which has selected from the market those products which meet the standards required through a program of testing, such as the one carried out by the Delaware Public Archives Commission in the case of paper. Recommendations from leading manufacturers of carbons and ribbons were considered, and Colonial Williamsburg personnel (in cooperation with sales representatives) made tests on these commercial products, using standard, noiseless, and electric typewriters. Most high grade commercial carbons, and fine cotton, nylon, and silk ribbons were found to be satisfactory. The particular choices of brand are purely empirical and represent the consensus of those engaged in the testing. Remigton Rand "Rembrandt" (fine cotton) ribbons were specified for noiseless typewriters, nylon ribbons for standard and some electric (I. B. M.) machines, and I. B. M. paper ribbons for other electrics. After many trials, Miller-Bryant-Pierce "Durite" carbon paper was selected, in light, split, and medium weights, medium finish. The choice of carbon for a particular task depends upon the kind of machine, the typist, and the number of copies to be made.

Colonial Williamsburg uses mostly Remington Rand Noiseless and standard (KMC, Superwriter) typewriters, together with a few Royal models and International Business Machines electric typewriters. These have all proved satisfactory and no change was necesssary in this category. It has been found, however, that some typewriters are best suited to certain types of work. Noiseless machines are consistently good for correspondence-type work, and the quality of workmanship in their manufacture gives them long life — hence economy in spite of the high initial cost. Standard machines are preferred by some typists for multiple copies and stencils. Electric typewriters are ideal for multiple copies, cut the most uniform stencils, and are useful in the speedy production of large quantities of copy.

Another important consideration in the preservation of records is the kind of folder used in filing. The paper study revealed that the bleached folder in use for 20 years in the Williamsburg files was subject to acid "bleeding" and hence dangerous to longterm preservation of records. Accordingly, after much investigation, an unbleached kraft stock of considerable stiffness was selected: Remington Rand catalogue Nos. 50488 (letter-size) and 52488 (legal size). This same acid-free quality was desired for index cards, and

a 25% rag, substance 110, stock was selected for archival card records. These items have been most satisfactory.

Some increase in cost of materials for records was anticipated at the outset, but the increase brought about by using higher quality paper, ribbons, carbons, folders, and cards was offset to some extent by quantity buying of specified materials, and by using the most inexpensive materials for temporary records. To this latter end, a low grade of what the trade calls "Canary writing paper" is employed for rough drafts; and multiple copies of duplicated material for wide distribution are placed on low quality paper. And Miss Castle pointed out that the use of carefully selected materials "will constitute a saving in the long run because a number of [Colonial Williamsburg's] records which are now classified as permanent have been placed on impermanent papers in the past and must be copied or photographed in order to insure their life for an indefinite period." This prediction has already proved its truth.

The most notable gain arising out of this program — from an archival viewpoint — is the gratifying result of achieving the second aim of the program, that "[record] copies of suitable quality will be retained for the archives." It is this aspect of the program that Colonial Williamsburg has particularly stressed in urging organizations with which it has close ties to consider for their own records programs. Not only the New York office of Colonial Williamsburg, but the adjacent Rockefeller offices in Rockefeller Center have adopted for their use some of the papers suggested in this program; and the Boston architects, Perry, Shaw and Hepburn, consultants to Colonial Williamsburg, now also use 50% rag paper at least for file copies of their records concerned with Williamsburg, which they regularly transfer to the Williamsburg archives.

To implement the program of improved materials the Archives Department drew up a set of instructions for their use, together with recommendations for the maintenance of highest standards in records creation, including the care of typewriters, use of ribbons, carbons, and inks, and the selection of proper paper for each task. This, point three of the program, has resulted in the improved appearance of the records, and is likewise of great importance for the permanence of the records.

The following chart shows, in condensed form, the application of papers to the various classifications of records now in use by Colonial Williamsburg.

RECORD PAPERS

Permanent Records

Class I *Special reports and minutes, and legal documents*

Original copy — typewritten	Extra No. 1, 100% new cotton fibre, white bond, substance 13, 16 or 20, depending upon the record	Weston's Bond Byron Weston Company Dalton, Massachusetts
Original copy — ink (accounting)	100% white ledger paper, substance 36	Byron Weston Linen Record
Original copy — Ditto, mimeograph	100% white duplicator, substance 20	Defiance Duplicator Bond Byron Weston Company
Second copy	Extra No. 1, 100% new cotton fiber, white bond, substance 13	Weston's Bond
Third (record) copy (not necessary for legal documents)	50% buff bond, substance 13	Winchester Bond Byron Weston Company
Multiple copies — typewritten	25% white, cockle finish, onionskin, substance 9	Clear Copy Onion Skin Esleeck Manufacturing Company Turners Falls, Massachusetts
Multiple copies — mimeograph	No. 1 sulphite white bond, mimeograph, substance 16 or 20	Hamilton Mimeo Bond W. C. Hamilton and Sons Miquon, Pennsylvania
Multiple copies — Ditto	Sulphite Ditto "B"	Ditto, Incorporated Chicago, Illinois

Class II *Outgoing correspondence*

Original copy — typewritten Original copy — mimeograph	Colonial Williamsburg letterhead (specially designed)	Eaton Paper Corporation Pittsfield, Massachusetts
Second (record) copy — typewritten	50% buff bond, substance 13	Winchester Bond
Second (record) copy — mimeograph	50% rag white duplicator bond, substance 20	Winchester Duplicator Bond Byron Weston Company
Multiple copies — typewritten outgoing	25% white, cockle finish, onionskin, substance 9, bearing imprint "Copy" and "Colonial Williamsburg"	Clear Copy Onion Skin
interoffice	No. 1 sulphite, smooth white onionskin, substance 9	Alpena Manifold Fletcher Paper Company Alpena, Michigan

Class III *Routine reports and minutes, and interoffice correspondence*

Original copy — typewritten	No. 1 sulphite white bond, substance 20	Mead Bond The Mead Corporation Chillicothe, Ohio
Original copy — ink (accounting)	25% rag white ledger paper	Blackstone Ledger Byron Weston Company
Second (record) copy — typewritten	50% rag buff bond, substance 13	Winchester Bond
Second (record) copy — Ditto, mimeograph	50% rag white bond, duplicator, substance 20	Winchester Duplicator Bond

Multiple copies — typewritten	No. 1 sulphite, smooth white onion-skin, substance 9	Alpena Manifold
Multiple copies — mimeograph	No. 1 sulphite white bond, mimeograph, substance 16 or 20	Hamilton Mimeo Bond
Multiple copies — Ditto	Sulphite Ditto "B"	Ditto, Incorporated

TEMPORARY RECORDS

Class IV *Rough drafts and widely distributed duplicated material*		
Drafts	No. 1 carbon copy sheets	Canary Writing Paper Fraser Paper Company Madawaska, Maine
Widely distributed copies	White Wove, unwatermarked, not suitable for writing, substance 20	Clinto Mimeograph Southern Paper & Supply Co. Richmond, Virginia

RECORD INKS

Permanent Blue Black Record Ink	The Carter's Ink Company Boston, Massachusetts
Blue Black Permanent Writing Ink Federal Specification TT-I-521	S. S. Strafford, Inc. 603-609 Washington Street New York 14, New York
External Black Writing Ink	Higgins Ink Company 271 Ninth Street Brooklyn 15, New York
Blue Black Electro Chemical Fountain Pen Ink	Thaddeus Davids Ink Company 325 West 66th Street New York 23, New York
Blue Black No. 132 and Jet Black No. 732 for Permanent Records	L. E. Waterman Company 344 Hudson Street New York 13, New York

NOTE: Ball point pens and others containing ink units using writing fluids other than those on this list are not approved for permanent record use.

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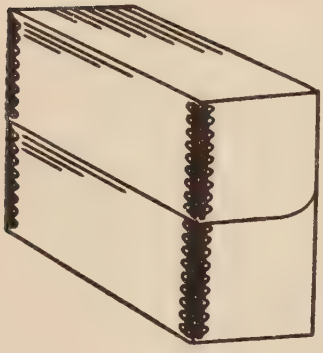

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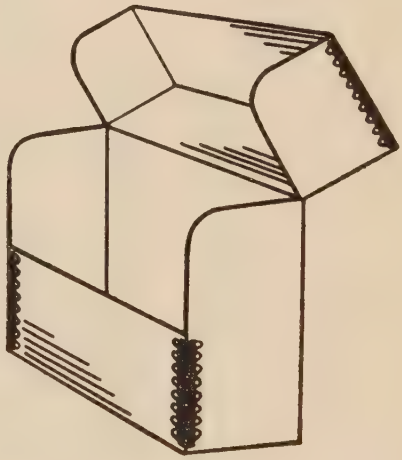

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The American Catholic Archival Tradition*

By HENRY J. BROWNE

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THIS may be a somewhat presumptuous topic and for that reason, perhaps, it should be given a certain justification. A great deal remains to be said about American Catholic institutional and diocesan archives, but the most obvious facts have already been briefly but adequately presented by the recently deceased and much lamented Thomas F. O'Connor in his survey of 1946 called "Catholic Archives of the United States." [1] Since that time there could be added to his picture of important archival depositories little more than those of the Diocese of Richmond, the National Catholic Welfare Conference in Washington, D. C., and the Catholic University of America. It may be said parenthetically that the coming of age of the first of the three depositories mentioned involved the thrilling discovery of the papers of Denis J. O'Connell who during the 1880's and 1890's was the very active spokesman in Rome for the American hierarchy. This most significant find for American Catholic historiography in our generation took place in July 1946, when the Reverend John Tracy Ellis tracked down two trunks in the old diocesan chancery building in Richmond. Apart from items such as these, there would be nothing new to add to the general archival scene described four years ago by Mr. O'Connor. But if there is nothing new, perhaps there is more of the old that might be revealed about American Catholic archives.

How did our predecessors think about their records? To attempt to find a pattern is, of course, a risky business, especially when the coverage of evidence is limited mostly to materials from the eastern United States. Hence the remarks made here can only be tentative although, it may be hoped, justifiable.

There are found in the Catholic past of the United States symp-

* A paper read before the American Catholic Historical Association in Chicago, December 29, 1950.

[1] *Catholic Historical Review*, XXXI (January, 1946), 414-430.

toms of a two-branched archival tradition — not always distinctly seen or distinguished — to which Catholics of our generation have fallen heir. These may be described as the twin traditions of "archives for the historian" and "archives for the administrator." The former has been stronger in practice, the latter in theory. Men and their ways have shaped the first, and canon law and its prescriptions the second, for even in the destruction of records American Catholics have acknowledged the archival text of primacy, "No documents, no history."

The Catholic historian of the last century seems to have considered even official records subject to his will. James Roosevelt Bayley is an example of one who came into and retained private possession of notebooks, letters, and even manuscript notes of people as varied as John Connolly, first resident Bishop of New York, and Simon Gabriel Bruté, professor at Mount Saint Mary's College and later first Bishop of Vincennes. The fate of the papers of the pious Bruté at the stage when they came into the hands of Archbishop John Hughes of New York, who wanted to write a life of his old and beloved professor, is thus described by Bayley:

> The papers of the late Bp Brute were far from being complete when they came into the Archbishop's hands; they had evidently been examined by some one who had taken from them many important papers, especially those of an historical nature. When they first arrived here I examined them myself, in the hope of finding important information upon certain matters to which I had turned my attention — and discovered nothing worth preserving, tho' during his whole life he had employed more or less time in making researches connected with the History of the Catholic religion in this part of the world.[2]

It was somewhat more understandable that Bayley should have held on to some manuscript records of his aunt, Mother Elizabeth Bayley Seton, the foundress of the American Sisters of Charity. In another instance, an observant priest in Bedford, Pennsylvania, had a similar story of the historian's self-interest becoming predominant where there were no ties of blood relationship. It was concerned with the records of the achievements of Prince Dimitri Gallitzin, the Russian nobleman convert who had labored as a priest in western Pennsylvania from 1799 to 1840. He wrote:

[2] New York Archdiocesan Archives (hereafter, NYAA), Hughes Papers, Bayley to Jas. H. Causten, Jr., New York, June 9, 1852, copy. For a further description of the fate of these papers see Sister Mary Salesia Godecker, *Simon Bruté de Rémur, First Bishop of Vincennes* (St. Meinrad, 1931), pp. xviii-xix. See also Bayley's *A Brief Sketch of the Catholic Church on the Island of New York* (New York, 1853), and his *Memoirs of the Right Reverend Simon Wm. Gabriel Bruté, D.D.* (New York, 1860), *passim.*

Unfortunately a German priest, named Lemke [*sic*] carried off from Loretto the numerous documents, letters &c of the Rev. Gallitzin but I have received a promise from our Bishop to demand those important papers from this priest who wishes to make capital out of them by publishing what he calls a German life of him. These papers properly belong to the Diocesan archives, and must be restored.[3]

Obviously the unbroken custody which England's Hilary Jenkinson would consider an essential element for documents to retain their archival quality has not bothered some who have practiced in a less professional way the crafts of history. Nor is the practice dead. A diocesan history being written from records transferred to a rural rectory some distance from the see city, ecclesiastical biographies drawn from archival sources which for some score years have been in private hands, the diary of a pioneer bishop retained by an individual relative — such prove that the practice is still very much alive. Yet who will say that along with this archival evil there will not come, as in the past, some historical good?

Although by this mid-twentieth century the maturing of the organizational life of the Church in the United States has reached impressive proportions, there is reason to fear that from the point of view of archives we still suffer from the growing pains of the so-called "brick and mortar" age. In former conditions, which should now be outgrown in most parts of the country, the stark necessities of ecclesiastical life as well as the fears and foibles of churchmen militated against the well being of "archives for the historian." A hundred years ago the rapidly expanding Catholic communities left little records, in some cases, perhaps, for the simple reason that the lives of the poor seldom leave documents. The Reverend Mr. Bayley, for instance, had to tear himself away from his historical researches one day to go as Bishop Hughes' secretary to Roundout, New York, to examine the accounts of the lay trustees who were involved in a church building squabble. The pastor of the parish in question was in time informed of the honesty of the trustees by Hughes with this descriptive addition on their record keeping:

They have been kept as such accounts are usually kept in matters of Catholic Church building, so far as the history of building churches, as yours was con-

[3] NYAA, John R. G. Hassard Papers, Thomas Heyden to Hassard, Bedford, April 10, 1866. Henry Peter Lemcke, O.S.B., published this work in 1861 and it was translated later by Joseph C. Plumpe, *Life and Work of Prince Demetrius Augustine Gallitizin* (New York, 1940). Gallitizin's papers were lost. See Lawrence F. Flick, "Preservation of Catholic Documents," *Records* of the American Catholic Historical Society, XXVI (June, 1915), 107.

structed, has come under my notice. Pencil orders, paying in the streets, at the quarry, around the foundation, is the usual practice in such cases, and is not calculated to bring out a set of books in that regular form which is usual among men who are in the habit of saying, "Call at my office before three o'clock and I will give you a check for your money." [4]

Later as archbishop, Hughes himself seemed to show at least a momentary appreciation for the future historian and in general he did leave sufficient papers to warrant a reasonable mead of gratitude. As he began work on the new St. Patrick's Cathedral in 1858, he appointed three men including the historian, John Gilmary Shea, to constitute what rings familiarly in the American archivist's ear today, namely, a "Bureau of Records." [5] Nothing seems to have come of the idea, however, and in his own personal habits Hughes was given to poor and uneven record-keeping and to arbitrary destruction of papers.[6] In this, to be sure, he has found company throughout the course of American Catholic history in those who sought to frustrate history and who, in turn, often only distorted their own figures or those of their associates in the eyes of posterity. One of Hughes' most active, interesting, and belligerent priests, Thomas Farrell, thus suffered as a result of the operation of human fears. A brilliant canon lawyer of that day in the United States, Richard L. Burtsell, recorded the fate of Farrell's papers at the hands of more than ordinarily well trained clergymen: "Drs McGlynn, McSweeney and I went to F. Farrell's room to destroy all private papers that could revive old unpleasant events of F. Farrell's life. We found many such documents." [7] Every locality in the country could probably relate from the past and even point out in the present similar stories of those who cry, "scripta manent," "the written word remains," with a real phobia of the future.

Less destructive, no doubt, of archival integrity and historical accuracy were the foibles of the Catholic collectors. Over the years some investigators have made neat clippings of signatures in the Baltimore Cathedral Archives, but here are the words of an avid collector of sixty years ago, whose destructive possibilities are found most vividly in his own description of his zeal. He wrote to the archbishop's secretary in New York:

If in the archives of yr Diocese you have any autograph letters of Dr Carroll

[4] NYAA, Hughes Papers, Hughes to Thomas Martin, O.S.D., New York, April 12, 1850, copy.

[5] Peter Guilday, *John Gilmary Shea* (New York, 1926), pp. 66-67.

[6] John R. G. Hassard, *Life of the Most Rev. John Hughes, D.D.* (New York, 1866), pp. 334-335.

[7] NYAA, Burtsell Diary, 1880, July 24.

& Dr Neale, 1st & 2nd Bps of Baltimore, I would be pleased to exchange letters of early Bps of other sees for one each of John Carroll *Abp.* & Leonard Neale *Abp.* I have the former signed when he was vicar of the U.S. & coad-[jutor] &c. Of all the other sees in the U.S. I have the complete line in all their titles. Needing only the above mentioned two. I have illustrated & supplemented the collection with portraits & prints of cathedrals, cards of invitation to consecration, &c. I beg your valuable aid in obtaining the desired two letters, as I am anxious to have the whole collection mounted & inlaid to the size of 12 x 14 for binding in volumes of one Ec[clesiastical] Prov[ince] each. My collection includes all Abbots, Vic[ars] Ap[ostolic] Pref[ects] Ap[ostolic], Adm[instrators] Ap[ostolic], Coad[jutor] Bps, Abps, & Cardls, in the U.S. with many Adms (sede vacante). Any letter short or long bearing the signature as *Abp* will answer my purpose.[8]

It must be admitted that the most efficient collector of them all, Professor James Farnham Edwards of the University of Notre Dame, was interested in the content of documents. This layman had a dream of a "Catholic Archives of America," and in pursuing it during the last two decades of the century he did much to save from total loss and certainly to make accessible to scholars the most important series of early diocesan records of New Orleans, Cincinnati, and Detroit.[9] Again, Edwards was a prominent personality in the "archives for the historian" tradition, which probably had its forebears in the European practice of "historical archives," but which neglected the ecclesiastical precedents which, since the sixteenth century especially, had been emphasizing the obligation of the individual bishops for their official records. In the last century the best expression of the canonical viewpoint was to be found in Pope Benedict XIII's constitution, *Maxima vigilantia*, addressed to the Italian diocesan and religious superiors on June 14, 1727.[10] This instruction, however, did not constitute a part of the legislation for the whole Church.

There has existed, then, a real breach between the tradition that would have made American ecclesiastical archives only hunting grounds for historians and the more complete concept that they are first the tools of administration, even if not so frequently used in

[8] NYAA, Corrigan Papers, Francis X. Reuss to Charles E. McDonnell, Philadelphia, April 14, 1888. This collection, without the elaborate mounting, is in the possession of the American Catholic Historical Society of Philadelphia and housed at St. Charles Seminary, Overbrook.

[9] O'Connor, *op. cit.*, p. 423; Paul J. Foik, C.S.C., "Catholic Archives of America," *Catholic Historical Review*, I (April, 1915), 63-64.

[10] *Bullarium diplomatum et privilegiorum sanctorum romanorum pontificum* (Taurinensis Editio, 1871) XXII, 560-567. On its importance see Henry L. Hoffmann, "De influxu Concilii Tridentini in archiva ecclesiastica," *Apollinaris* (Romae, 1947), pp. 257-263.

this sense as they are as auxiliaries of history. The administrative emphasis which seems in a way so modern and particularly American is, however, the only one that will be found in canonical stipulations on archives up to and including the modern codification of canon law in 1918.[11]

This gap between the historical and administrative aspects of archives seems to have been bridged by one man in the American Church, namely, Michael A. Corrigan, who became Bishop of Newark in 1873, Coadjutor Archbishop of New York in 1880, and its ordinary from 1885 to 1902. Perhaps it is more than a coincidence that in his friendship with James Roosevelt Bayley he came under an influence that is apparently a typically Rooseveltian one in favor of history and its sources. Bayley in 1872 became Archbishop of Baltimore, and before he had been in his see six months he enjoyed a week's visit from Corrigan, who was then president and professor at Seton Hall College. The visitor recorded part of their discussion to this effect, "The Abp has an idea of gathering together lest they be lost the fragments of early Cath. Hist. of U.S. scattered through the cup-boards & crannies in Balt.; [I] urged him to do so." If Bayley was primarily the historian, Corrigan was instinctively the archivist. The archbishop wrote within a month of finding another nest of old letters and he advised his friend that if he should visit him again he would "have plenty of work for leisure moments & see also some curious things." Among the items turned up by Bayley was a "Journal" which one of his predecessors, Francis P. Kenrick, had kept as Bishop of Philadelphia. While he sent this back to the archives of the diocese of its origin, he thought nothing of shipping at the same time manuscript materials as far as Michigan to a priest who was writing the life of an early missionary. Before the year 1873 was out, whether prompted from leisure or a desire to see "curious things," and despite the fact that he had meanwhile been consecrated Bishop of Newark, Corrigan spent a week at the Baltimore archiepiscopal residence during which he earned the overly enthusiastic note of Bayley, "He has arranged almost all the letters in the Archives of the Diocese." Even on shorter trips of a few days Corrigan seems to have relaxed by arranging the letters and manuscripts of the premier see of the country.[12] Following this same line of interest, Corrigan, as Archbishop

[11] See William Francis Louis, *Diocesan Archives* (Washington, 1941), a study of the canon law on the subject divided into an historical synopsis and commentary.

[12] Sister M. Hildegarde Yeager, C.S.C., *The Life of James Roosevelt Bayley, First Bishop of Newark and Eighth Archbishop of Baltimore, 1814-1877* (Washington, 1947), pp. 355, 368, 403, and NYAA, Bayley to Corrigan, Baltimore, January 11, 1873.

of New York, later encouraged the work of the United States Catholic Historical Society, which was established in 1887 with the lament, "In too many cases old papers have been regarded as good only to burn or sell for waste paper," and with the resolve to "preserve all these rapidly disappearing evidences of what God wrought by our ancestors and our fathers in the faith." [13] His own comparatively neat and integrally preserved collection and his known contribution to systematizing the records of Baltimore earned him a eulogy which remains unique for an American bishop, namely, "Theologian, legist, rubricist, he was also an archivist." [14] Archbishop Corrigan's conservatism has not always shown up too well in the history of the problems of the American Church in the late nineteenth century, but the historians will doubtlessly be grateful that in the matter of records he was, so to speak, radically conservative.

It can be readily surmised that it was through Corrigan's recognized superior acquaintance with Church law in general as well as his own personal leanings that the best American expression of the administrative tradition concerning official records was formulated. Earlier canons had hardly touched the problem. As early as 1810, when the American bishops held their first meeting, the obligation of keeping registers of baptisms, marriages, and burials was legislated. Considering the overall picture, it would seem that it is in this regard, the spiritual bookkeeping, that the American Catholic regard for records has been at its best. As time went on the insistence on keeping a book of parochial properties as well as such safeguards as the bishops having to deposit a copy of their wills with the metropolitans of their provinces emphasized the purely administrative side of ecclesiastical record keeping.[15] While in Newark Corrigan legislated in 1878 for the maintaining of a "Church Record," a book which from his description was to be an historical diary kept by each pastor of the life of his parish.[16] Strangely enough, however, it was not until September 1883, at the Fourth Provincial Council of New York that archives were the subject of legislation and then in decrees that were also drafted by Coadjutor-Archbishop Corrigan. One of them stands out as the first and, even

[13] "Introductory," *United States Catholic Historical Magazine*, I (January, 1887), 1.

[14] John A. Mooney, "A Biographical Sketch," *Memorial of the Most Reverend Michael Augustine Corrigan, D.D.* (New York, 1902), p. 25.

[15] *Concilia provincilia Baltimori habita* (Baltimore, 1851), p. 26; *Concilii plenarii Baltimorensis II acta et decreta* (Baltimore, 1868), pp. 113, 115.

[16] *Statuta diocesis Novarcensis* (New York, 1878), p. 97.

up to the present, probably the best canonical statement of the nature and purpose of diocesan archives made in the American Church. It reads:

> Since on account of the loss of documents and instruments there frequently arises disputes and litigations, we wish that in each diocese an episcopal archives be set up in which there be carefully guarded the processes of cases and judgments, and all acts pertaining to the ecclesiastical forum, and any acts of the chancery, instruments and testimonial letters; matrimonial dispensations; the ordinations of clerics and priests, their affiliations and excardinations; the erections and divisions of missions or quasi-parishes; the nominations, transferals and removals of rectors, administrators and assistants; the titles, acquisitions and alienations of ecclesiastical properties; likewise the privileges and indulgences which shall have been granted to the diocese itself, the cathedral church or to others — in a word, whatever shall be judged to be certainly worthy of remembrance.[17]

The same council specified for the bishops of the Province of New York that the records of their official visitation trips should be put in their archives as well as all recorded deeds of property. Subject to such episcopal inspection in each parish, besides the regular books directly affecting the care of souls, there was to be in the "archives of the mission" other registers in which would be noted whatever related to the origin of the mission and the church, its progress, its possessions, and its income and expenses. It was bishop-administrators who added:

> Among those things recorded there should be whatever pertains to the rectory, cemetery, and schools and whatever should be known by a newly arrived rector or administrator in order to be able to take up and continue the governance of the mission, without danger of detriment to the church, or of litigation with the heirs of his predecessor or finally of suspicion being cast on the prudence or honesty of anyone.[18]

In addition to these records the parochial archives were to contain "all documents and official instruments, whether diocesan or civil which have been received or prepared in the spiritual or temporal administration of the mission."

In those New York decrees lay the expression of the American Catholic tradition of "archives for the administrator" which was succinctly expressed for the first time on a national scale in the Third Plenary Council of Baltimore in 1884. After referring to Pope Benedict XIII's *Maxima vigilantia* on the traditional anxiety

[17] *Acta et decreta concilii provincialis Neo-Eboracensis IV* (New York, 1886), pp. 69-70.

[18] *Ibid.*, pp. 70-71.

of the Holy See for safeguarding the records whence, as it was said, "faith and truth can be transmitted for the remembrance of our successors," the bishops at Baltimore added their own mind on the matter in the form of the following decree:

> We wish therefore that each bishop erect in a safe and convenient place a diocesan archives or tabulary, in which the instruments and writings which are concerned with the diocesan business both temporal and spiritual might be guarded, having been aptly arranged and diligently made secure according to the mind of Benedict XIII and the norm established by the Sacred Congregation of the Council. The care of the archives should be entrusted to the chancellor whose sedulous labor will be of great value in conducting the business of the diocese accurately and promptly.[19]

Likewise they used almost the same words as the earlier provincial council of New York in telling American pastors what their local archives should contain. Yet the Third Plenary Council added something of its own on the keeping of parochial archives. It advised that the books and documents be kept in an "arca ferrea" or safe.[20] The omnipresence in the United States of the parish safe, although it almost universally contains only the essential record books, is evidence that the council was more successful when it said merely, "We advise," concerning the pastor's safe than it was when it declared more strongly, "We wish," concerning official diocesan depositories. The non-existence of parochial archives, however, apart from the required registers is probably the worst area of neglect in the past and present of the American Catholic picture. Examine, for example, the many listings of church records made by the WPA Historical Records Survey in the late 1930's and early 1940's and you will not find a dozen single items such as were called for by the council of 1884 and later by the Code of Canon Law mentioned as being in a parochial "arca ferrea." In this regard synodal legislation is being used by some bishops to promulgate and interpret the general law in the areas of their particular dioceses, and this should bring about some improvement.

Even on the diocesan level it would be unreal to believe that the decrees of the national council meant immediate reform. In 1886, to cite one case, when Martin I. J. Griffin of the American Catholic Historical Society of Philadelphia first went to Baltimore to do historical digging in the archdiocesan archives, he found there, at the very scene of the council, that the papers were "in bundles in book closets" in Cardinal Gibbons' house. These records by 1907

[19] *Acta et decreta concilii plenarii Baltimorensis tertii* (Baltimore, 1886), p. 155.
[20] *Ibid.*, p. 160.

were in cases in one of the priests' rooms, and as Griffin put it, "daily in danger of fire from the kitchen." Probably spurred on by the Baltimore conflagration of February 1904, which came uncomfortably close to his North Charles Street residence, as well as by the Philadelphia enthusiast, Cardinal Gibbons hired a young man whom Griffin's society had sent there to work as a copyist. Thus J. Frederic Welty was responsible for bringing together and arranging further the documents which are truly as they were described then, "the foundation of United States Catholic History." Gibbons, moreover, arranged for the safer, if hardly more convenient, housing of the literary effects of his predecessors near the crypt at the rear of the cathedral containing their mortal remains. Griffin and Welty were aware that the reconstruction of the files was only a preparatory phase of the archival task, and Griffin thereupon began an unsuccessful campaign to get the then financially shaky Catholic University of America interested in having an index card calendar of the documents prepared which would, of course, be of service in the historical research done at the institution. This pioneer preserver spoke thus to the University's rector, Monsignor Denis J. O'Connell:

> You don't know the value of the archives at the Cardinal's or you would not hesitate or be satisfied at finding that the Cardinal has taken the work in hand. . . . He had them arranged in files and I have all these years been culling and picking and printing and gathering — yet it is a mighty big work. I have all the time been concerned as to the safety of the papers: got at our Society about them, talked to His Eminence and had discoveries of many more documents made. Just now is the precise time to have the work done of finding out what is in the papers, who they are from, the names of persons and papers in them: the very man is at hand to do the work.
>
> Of course I am an enthusiast — a crank about such things but it is well there are such chaps to spur on men like you to do needed work.[21]

The "needed work" was done only about twenty years later. At that time the calendar of Gibbons' own papers was made down to 1904 by another layman, George W. White, and the other documents indexed more sketchily. An occasional priest resident in the Baltimore cathedral rectory during the years that followed gave some little attention to what has been called traditionally, if less accurately, the Baltimore Cathedral Archives. Under Archbishop

[21] Archives of the Catholic University of America, Records of the Rector's Office, Griffin to Denis O'Connell, Philadelphia, November 11, 1907; also September 19, 23, 25, 1907; October 1, 28, 1907; November 6, 14, 28, 1907; January 4, 1908; also J. Frederic Welty to O'Connell, Emmitsburg, January 8, 1908. See Allen S. Will, *Life of Cardinal Gibbons* II (New York, 1922), 742.

Michael J. Curley these records were housed in a new vault off the chancery office and the Reverend Paul Love was officially appointed their custodian on a part-time basis in 1948.[22] One feels safe in concluding from this picture of the development in what is historically the parent see of the United States, and which has now undoubtedly the outstanding diocesan archives, that the situation elsewhere was no happier.

This brief case history of Baltimore indicates again a blend of archival traditions with the flavor of the historical one being predominant. Despite the legislation, to get real action it took the historical interest of a Bayley or a Gibbons who had been prodded by Griffin. Thus it has been the lot of the American Church, despite its own legislation which has no mention of history, to fall heir to the notion that archives contain *old* papers and, hence, they are treasure chests in which only historians and antiquarians are really interested. If ecclesiastical superiors are interested, it is most often because they see the cultural, historical, and at times even real or imagined apologetic importance in written records of the past. This idea it would appear has been fostered, too, by the fact that at least in diocesan archives during the period of the nineteenth century no distinction was made between official and personal papers, so that there is some justification in looking upon them as having little to do with the accumulated administrative experience of the diocese. This is very unlike the archives of the French Canadian Archdiocese of Quebec wherein are not found gossipy letters but numerous registers and other evidences of the careful keeping of only official documents over a long period of time. It is but occasionally in the United States, such as when an old deed, or details of parish lines, or an agreement between an ordinary's predecessor and a religious institute is frantically sought, that the administrative aspect of archives is brought home to the chancery office.

The traditions of American Catholic institutional archives, and particularly those of religious communities and educational establishments, remain in good measure family secrets. Presently other Catholic groups, for example, the youthful Theological Society and the Catholic Press Association, have expressed interest in making a proper beginning with regard to records and archives. The papers of some organizations that have passed from the scene, such as the Militia of Christ for Social Service, which was active in the second decade of the century, have been saved by their transfer to

[22] John Tracy Ellis, "A Guide to the Baltimore Cathedral Archives," *Catholic Historical Review*, XXXII (October, 1946), 344.

a library. In this case it was to the German Roman Catholic Central-Verein in St. Louis. In the matter, however, of a well-known Catholic adult education project of a generation ago, the records are reportedly still in a broom closet. Community and school depositories in general have been better served and utilized than that. Although they are private in nature and, in a sense, private in organization, nonetheless, their custodians have usually proven cooperative with serious historical researchers. One still occasionally hears stories of laundry basket containers and superannuated or physically decrepit watchdog guardians of the gates of silence, but on the other hand the consistent stream of trainees, who have come from such institutions to Washington every summer to learn of modern archival techniques during the past five years from Dr. Ernst Posner, is a sign of hopeful change. The Catholic librarians' organization meeting in Washington, D. C., last spring undertook as one of their discussions the question of "Archives, our Rich Relations." Knowing how "rich relations" are cultivated, American Catholic archivists may take this as an indication not only of a growing interest but also of the fact that they need to begin early to shape and promulgate their traditions in Catholic circles. The enquiring administrators of Catholic colleges at the Catholic University of America Workshop last June, it is hoped, may likewise be an indication of an archives concern even in very young establishments. In this regard special mention should be made of the archival set-up of the Dominican Sisters at Sinsinawa, Wisconsin, who not only pioneered in introducing up-to-date methods but also made their experience available to others in the *Illinois Libraries* back in 1944.[23]

It is true of Catholic institutional as well as of diocesan archives in the United States, even where they already have a somewhat effective existence, that this process of modernization is their greatest need. Particularly the bureaucracies of large American sees should learn from government and business to solve their archives problem of the future by a consideration of their records management problem of the present. An awareness of the American Catholic tradition should point up the fact that although the historian, lay and clerical, has too often made church archives look like his private preserve, American conciliar law and after it the universal law of the Church has emphasized their administrative function. From the combined pressure of these two attitudes there has re-

[23] Sister M. Paschala, O.P., "Preluding History," *Illinois Libraries*, XXVI (June, 1944), 238-244.

sulted a spotty but not, it may be said, so totally black a record of carelessness as would justify the description given recently of pre-1918 diocesan depositories as "generally frightfully bare." [24] Continued propaganda is assuredly necessary not only for the cause of the mere preservation of records — in the spirit of our predecessor "cranks" — but in this age for a better understanding of what archives are and for a harmonization of the ancient Catholic tradition and modern American practice. To this end the historians might becomingly make the self-denying admission that the archivists whom they have for the most part begotten are meant to be more than the servants of the servants of historical truth. The time has come when they will have to see them rather in their capacity as custodians of the official memory of ecclesiastical institutions for in a wider administrative sense they are the servants of the servants of God.

[24] Thomas T. McAvoy, C.S.C., "Catholic Archives and Their Preservation," *Catholic Library Practice* (Portland, 1950), p. 92. See also John Tracy Ellis, "Can We Have a History of the Church in the United States?", *The Catholic University Bulletin*, XII (March, 1945), 2-3, F. G. Holweck, "The Historical Archives of the Archdiocese of St. Louis," *St. Louis Catholic Historical Review*, I (October, 1918), 24-25, and the present writer's "Essay on Sources" in *The Catholic Church and the Knights of Labor* (Washington, 1949), p. 380 for some of the dark spots. The revelation within the last two years that the papers of Archbishop John Ireland of St. Paul (1884-1918) were never destroyed and are being used by the Reverend James H. Moynihan of Minneapolis in the preparation of a biography has considerably brightened the picture. Similarly, and even more recently, a substantial amount of the papers of Bishop John L. Spalding of Peoria (1877-1908), long thought lost or destroyed, has been discovered.

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The American University's First Institute in Genealogical Research[1]

By MEREDITH B. COLKET, JR.

National Archives

THE growing interest of Americans from all walks of life in family history has long been recognized. Archivists, curators of historical manuscripts, and librarians often find that a large percentage of patrons are genealogists; in some cases they outnumber other types of investigators. Ten years ago, Alexander J. Wall, then New York Historical Society director, described this interest in an article published in *The Papers of the American Bibliographical Society*. He wrote that genealogy was "the outstanding research work carried on throughout the United States."

In late years a wider appreciation of the uses of genealogy has developed. Special emphasis has been placed on its cultural values, the significance of its research techniques, and the importance of critical evaluation of evidence. By the proper use of research tools, genealogists are developing data on migration patterns; they are preparing valuable biographies of the common man of yesterday, which shed considerable light on the life and customs of the people; and they are seizing the opportunity to discover and appreciate the significance of family relationships in community and national life.

Today many leaders in genealogy are members of college faculties. Professor Arthur Adams of the faculty of Trinity College, Hartford, is president of the American Society of Genealogists and editor of the century-old *New England Historical and Genealogical Register*. Professor John G. Herndon, of the faculty of Haverford College, Haverford, Pennsylvania, is vice-president of the American Society of Genealogists and editor of the *Pennsylvania Genealogical Magazine*. Dr. Gilbert H. Doane, director of University Libraries, University of Wisconsin, has written the best standard

[1] Read before the annual meeting of the Society of American Archivists at Madison, Wisconsin, October 10, 1950.

introduction to genealogy, recently republished by the University Press of a neighboring State.

Many who are interested in genealogy are greatly handicapped, however, because they lack research facilities and adequate training. Very often, therefore, the products of their time-consuming endeavors are colorless family histories or genealogies replete with claims to illustrious origins that are not based upon critical weighing of evidence and do not constitute a contribution to scholarship. But their great interest could and should be tapped and directed in such a way that the results of their research will not be a bleak series of name charts, fortified merely with dates, but rather a rich cultural experience in which an interest in the lives of persons, local customs, and community life, will serve as stepping stones toward a better understanding of America's past.

To fill the need for genealogical training, the School of Social Sciences and Public Affairs of The American University decided to offer during June 1950 a three-weeks' intensified course to run concurrently with its well-established Institutes on the Preservation and Administration of Archives and the Preservation and Interpretation of Historic Sites and Buildings. The prospectus for the Genealogical Institute stated that the program would "include lectures on scientific genealogical methods and their applications for historical and other purposes. In addition the individual research assignments [would] introduce students to the use of materials in the National Archives and other repositories of genealogical materials in or near Washington." The course would be equivalent to a regular college course, but it was planned "to give no college credit until the academic calibre and interests of the students could be better ascertained." Instead, each student would be awarded a certificate if he passed the final examination and submitted an acceptable term paper based upon a project assignment. It was hoped that the prospectus would appeal to those professionally employed in dealing with the genealogical public, and the lectures were planned particularly to serve those who had this interest in view.

The Institute was made possible through the initiative of Dr. Ernst Posner, director of The American University's School of Social Sciences and Public Affairs and through the support of Dr. Paul F. Douglass, president of the University. It was sponsored by the American Society of Genealogists, an organization formed to secure recognition of genealogy as a serious, scientific subject of research among historical and allied fields of learning. In this program the author was privileged to serve as director.

Lectures were held two hours each morning, five days a week for three weeks. Guest lecturers included Dr. Posner and some members of the American Society of Genealogists. Afternoons were devoted to laboratory work in which the students familiarized themselves with research materials and worked on their project assignments. Through the cooperation of Dr. Wayne Grover, Archivist of the United States, it was possible to use the facilities in the National Archives Building and to work with Federal archives. Through the cooperation of Dr. Morris Radoff, Archivist of the State of Maryland, the students made a field trip to Annapolis to learn about State archives at first hand.

Genealogy, as a scholarly activity, obviously cannot be covered in one course. In addition to describing the materials of research, it is necessary to give instruction in how to use the materials. It was recognized that students would not have the time for much collateral reading if they were to spend their energies on research projects. To meet this problem, prospective students were mailed a reading list of books that would constitute a basic background of information for the course. We were amazed to learn, however, that some of the most essential guides to research were not available in many large libraries in the country. One Texas student had her librarian telephone hundreds of miles to try to obtain some needed books. Students from Georgia and New Jersey wrote asking if the books on the reading list could be purchased and mailed, since they could not be acquired locally.

Although an exhaustive treatment of genealogy was not possible, an effort was made to give the students as comprehensive a survey as possible within the time limitations. Strong emphasis was placed on the relationship between genealogy and history, for a sound background in history is an important asset to anyone undertaking genealogical research. A clear distinction was made between secondary materials and original sources. In examining secondary materials, the students had access to two of the largest genealogical collections in the country, the Local History and Genealogy Section of the Library of Congress, and the Library of the National Society of the Daughters of the American Revolution, where stack privileges were available. As the basic tools of research were described, each student was supplied with a specially prepared select bibliography of genealogical publications.

As for original sources, considerable time was devoted to the principal series of records in national, State, and county archives and a comparative study was made of the genealogical values of

similar series of records in various collections of colonial records. Students were also told of the nature of the State and county historical societies and of the special values of indexed abstracts of official records and of collected family papers in their custody.

Knowledge of what constitutes adequate evidence and of what techniques should be employed to evaluate evidence is basic for a competent genealogist. He should be able to tell if a genealogy was compiled by a wishful thinker or an outright forger. He should be able to form some judgment as to whether abstracts of source records have been rendered intelligently. Students, therefore, were given illustrations of how incorrect inferences can be made from statements of family relationship in colonial records. For example, "son," "junior," "brother," and "nephew" in colonial days had several meanings, so that it is only by evaluating such terms in the light of other records that their true meaning is clearly ascertained.

Careful attention was given to the process of note taking, the advantages of copying on standard-size paper, and the importance of always giving the source of information. In addition, students were told how to present facts effectively, once acquired. Models of genealogical writing were evaluated and compared.

One of the most important tools of genealogy is the map. Careful emphasis was placed on the nature and use of 19th century and contemporary maps. Some maps of the early Federal period show the shape and location of every building standing in certain municipalities; some maps of counties give place-names that have disappeared today; and some State maps show locations and owners of original purchases of land. Likewise, some real-estate atlases of the late 19th century contain names of owners and location of property.

What kind of students enrolled and what benefit did they get from the Institute? Eighteen took the course. Except for three from the vicinity of Washington, they were drawn from a wide geographical range, from Pennsylvania to California to Florida. The largest group, surprisingly enough, was from the South, while the New England States, the rockbed of genealogical interest in the past, had no participants. The students had varying degrees of experience in genealogy ranging from twenty-seven years to less than one year. Each was asked to state in writing why he took the course. Several, including a State library genealogist, a State historical society genealogist, and a county historical society genealogist were interested in perfecting their knowledge in order to serve the public better. One young man desired to become a professional genealo-

gist. An older man wanted to write a competent, scholarly book dealing with a number of southern families. One lady was interested in increasing her knowledge in connection with her work as genealogist for a national patriotic society. Another lady wanted to be able to write articles for publication in genealogical periodicals. More than half were interested in doing private research. All had one attitude that is pleasing to any instructor; they were enthusiastic about their subject.

The laboratory projects they selected were interesting. The results of some of them will become the bases for published articles in the field. Three students were stimulated to make transcriptions of manuscript records. A word about that work might be appropriate. Transcriptions are important because the genealogist is specifically interested in proper names and if names are inaccurately transcribed the value of a passage may be lost. Many official State publications of the past have been undertaken by untrained personnel with the result that proper names are so badly garbled that the entries are useless to the reader.

One student selected as her project the transcription of some colonial letters, letters chock-full of genealogical interest. She was supplied with a microfilm of them. She had learned in class of the very distinctive varieties of handwriting among the literate English-speaking populace of the period. She had learned of the almost unbelievable variations in the use of capital letters and how to familiarize herself with unfamiliar symbols representing capital letters. She had learned the abbreviations used for parts of given names and some surnames, and had been given specific examples of how "maior" could mean "major" or "mayor"; how a name which looked like "John" in a New England document was "Jehu," the "e" being written as we would write an "o" and the final letter appearing as much like an "n" as a "u." Upon completing her work, she was referred to a published article which contained a competent transcription of the material. The student then made a highly interesting report on the problems of transcription, with notations as to where she had fallen into error. It was difficult, she reported, not to transcribe capital "B" as "C" and small "e" as "o." What had appeared to her in one instance as "Wodbzter" was correctly "Webster." One letter from Ireland referred to a "night of the Cheere for our County," which, of course, was "knight of the shire for our County."

Two students, desiring to make transcriptions of records of the early Federal period, selected records in the National Archives.

One transcribed early passenger lists with the thought of having the results published; the other copied early census schedules of his own county, and was aided in this work by his knowledge of local family names. Another student prepared a very useful checklist of published materials having genealogical value relating to the State of Ohio.

What we had not planned to include in the course, but what the students particularly wanted to know, was information about research facilities in each State, particularly in those States that had been colonies. Was there a State archives, a State library, a State historical society, a State land office, and if so, what could the genealogist expect to find there? To what extent were early county archives or photostat or microfilm copies of them available in State archives? To what extent were the usual types of archives destroyed or non-existent? To what extent were indexes or abstracts made of official records?

Secondly, students were interested in methods of ascertaining the parentage of western or midwestern pioneers. In this case, individual guidance was given as to the most practical ways of trying to solve the problem, but it was pointed out that even the most competent genealogist cannot always solve problems of this type.

The reactions of the students should prove of value in planning for the second Institute in Genealogical Research to be held in June 1951.

Apparently the students found the course valuable to them. Most did not want to leave the lecture room after the two morning hours were up. Upon completion of the course, many spoke with appreciation for the training they had obtained and subsequently several wrote letters. One referred to her "very rewarding interval"; another expressed appreciation for the careful preparation that had made for the course, while the chief of a genealogical division of a State library wrote:

"I want to tell you again how much I enjoyed the Institute of Genealogical Research. I felt that it was very worthwhile to me, particularly because it gave me a better understanding of the use and value of much of the material in our collection. . . . All of us in the class, I am sure, are hoping that it may be continued annually."

Archives of Causes and Movements: Difficulties and Some Solutions as Illustrated By the Swarthmore College Peace Collection

By ELLEN STARR BRINTON

Swarthmore College Peace Collection

THE term "movement" is used here to describe a number of voluntary welfare and humanitarian groups, loosely banded together to oppose or assist some "cause" which to them seems of vital importance. The cause may be concerned with slavery, women's rights, prison reform, billboards, opium, protection of children, animals, wild flowers, or any of a thousand other topics. If the issue is of real consequence, bodies of similar interest will develop in most States and sooner or later in most countries. What these crusading groups do to influence public opinion often becomes of historic importance. New ideas are usually highly controversial, and while they later may be accepted as part of the pattern of daily life, the first promoters often face ridicule, social ostracism, and hazards of financial and physical safety.

I

In the Western Hemisphere the first movements developed after the American Revolution. Some groups were interested in schools and education. Others formed the first agricultural societies. Still others met to aid the widows, the orphans, the poor, the mentally afflicted. It became a part of our democratic pattern to form a committee or group to discuss, study, and take action on any important issue. In the early days men and women had separate interests and groups, and not until the burning questions of slavery and of war came to a head in the early 19th century were women allowed to take part in public meetings.

A study of the early history of some currently powerful movements in the United States shows how informal was their very beginning. A few people met in a private house or hotel parlor. Often

there is now no clear record as to participants or date. Minutes were sometimes kept, often not. Money was raised by membership and contribution. Decisions sometimes were published in a local paper. Printed matter might be issued: tiny gummed seals bearing a propaganda slogan (the earliest known so far dates from the antislavery movement about 1840), tracts, books, monthly bulletins, or large poster sheets. Members were sought far and wide to act as distribution agents to "spread the message of the cause." Most of the work was done by volunteers, who not only gave their time but also generously helped pay the bills.

Keeping records of meetings, publications, or finances seemed of much less importance than getting or distributing information and planning some strategy for the next campaign. Usually when the job was done, the cause won (or sometimes lost), the group faded out. The offices were closed and papers disappeared. Sometimes a faithful leader carried a few notebooks home and put them in a desk drawer. Sometimes an officer retained a file of printed matter as a remembrance of some exciting campaign. Sometimes a devoted member proved a better accumulator than distributor, leaving to his heirs trunks and closets filled with printed matter and scrap books. These are the treasures which a movement archivist dreams about and searches for and then in picture-puzzle fashion tries to piece together. His hoped-for objective is a reconstructed collection of minutes, finance reports, membership records, published literature, and correspondence of different groups interested in a common cause that will show what the movement was working for, how, when, where, and with what *success*.

It is necessary to recognize the peculiar characteristics of movements in general to understand the eccentricities of the resulting archives. Leaders and office staffs have an insatiable appetite for information for purposes of shaping policies and securing material for speeches and publicity. They collect printed and processed matter, press releases, copies of minutes and conference reports, and clip newspapers from every possible source. They send material to all other sympathetic groups and persons. Policies are changed to keep up with current events and legislative decisions. There is a constant turnover in personnel. Finances rise and fall, and the number and type of publications varies accordingly. Bulletins are processed or printed as the editor thinks best, with consequent changes in size, shape, and title. There is never enough time, energy, money, staff, or office space to do all that the leaders plan or hope. From the very nature of the task undertaken, problems of today and to-

morrow are vastly more important than those of yesterday. Records therefore are rarely given proper attention and seldom are they found in systematic order, complete with minutes and organization publications. Frankly, it is a question whether anything else is to be expected of bodies organized on a temporary emergency basis for some special purpose. It is the business of the group to look ahead with fire and enthusiasm for the cause. If it slows down enough to be orderly and systematic in office housekeeping, the cash contributors may decide that signs of antiquity are creeping in, that their funds may be better spent elsewhere. Consequently, if movement archives are to be preserved properly for the use of future generations, perhaps interested librarians and manuscript curators should become more than mere collectors and custodians of noncurrent movement records and undertake in some fashion to guide and assist movement groups in the organization, administration, and preservation of their records. It is for this reason that the Swarthmore College Peace Collection does what it can, not only to collect permanently valuable records of the peace movement, but also to advise existing peace organizations on records management.

II

So far as can be learned, the first organized peace groups started in the United States and England in 1815 and 1816. Of course individuals wrote and published books and pamphlets on the subject from the beginning of printing, but there was no great volume of peace material until World War I. Consequently, although the Swarthmore Peace Collection is constantly searching for items dated before 1914, its chief task is to organize and reduce the bulk of the peace material issued since then. By peace material is meant official correspondence, minutes, financial statements, reports of international congresses, private letters on the subject from individuals of note, all kinds of printed and processed materials including books, periodicals, pamphlets, of all shapes and sizes, and in a score or more languages, posters, and even gummed seals or stamps designed to advertise the cause on envelopes and packages. The main job at Swarthmore has been to find and keep a pattern which will furnish adequate control over the collection.

III

The Peace Collection at Swarthmore is separated into three main divisions. The first consists of *large* bodies of papers received either from peace organizations or private individuals. These bodies are

numbered and arranged in sequence and new group acquisitions are added at the end. The quantity of each group may range from a few boxes to 1300, from a bank of 4 file drawers to 140. In most cases, these files came directly from the originating offices, are accompanied by adequate finding lists, and are supposedly fairly complete. The second, called "Collective Document Group A," includes *small* bodies of material of organizations or persons in the United States. These are arranged alphabetically by organizational title or name of individual. The third, designated "Collective Document Group B," includes materials from all other countries and is arranged first by country and then alphabetically under each country by the official name used by the organization in its own papers, regardless of language, unless we can find an English translation in the same papers. Miscellaneous material not readily identified, is sorted by country of origin, arranged chronologically, and placed at the end of each national series. Propaganda and educational papers often are issued anonymously, without date or source, and these "Miscellaneous" sections are a rich field for discovering items sometimes wanted later to complete newly discovered series of publications.

As each organized body of papers is identified, a 5 by 7 card is made out giving enough information to guide future researchers. Cards are prepared for every peace group for which we have any material on file and for every person whose papers or published writings are historically important enough for preservation by the Collection. Entries now number about 640 in the United States card file and 483, representing 53 countries, in the foreign card file. The upper left corner of the card carries the name of the country. If the card is for a large Document Group, a large *D.G. No.* — is placed in the upper right corner in blue pencil. The top line shows the name of the organization. Then follows a notation of the earliest and latest date of holdings on hand. "Birth and death" dates of groups are not emphasized because sometimes they are unknown or are too controversial for us to adopt. (Two large peace groups have been quiescent ten years, but the last board of directors in each case insists that they are merely temporarily inactive.) Cards always show the address of the group when found, as often the same name is used in different cities or States. They likewise indicate the approximate amount of material on hand, whether 1 piece, 1 inch, 100 feet, or 40 file drawers. A lot of information may be found in an inch of miscellaneous papers — enough to show

what the group stood for, who its directors were, what kind of printed matter it issued, and what size and type of audience it tried to reach. Where possible, some of these data are placed on the file card, together with any special note about material bearing the same organization imprint which might be stored elsewhere, for instance, cataloged books and periodicals, or broadsides, which are stored in a special case for "Peace Posters."

Some other divisions of material have been forced upon us in order to handle properly the items acquired. "Antipeace" material, a phenomenon of the post-World War I era, is handled as a special collection called "Attacks on the Peace Movement." Cartoons for and against the peace movement have been collected by various persons for years, and these are separately arranged by country in folders in boxes. A "Miscellaneous Subject File," consisting of scattered printed and mimeographed ephemera bearing no organization imprint but important because of content, is arranged in folders labeled alphabetically with abstract reference subject titles, such as "Atom Bomb," "Amnesty for Conscientious Objectors," "Birth Control and Peace," "Citizenship for CO's," "Imperialism," "Peace Toys," and the like.

IV

Sorting of the daily mail is perhaps the most important job of the day. Every letter, periodical, and pamphlet received is stamped with SCPC name and date. This stamp serves to supply some date on what is often an undated piece of literature. Periodicals are checked by use of the Kardex loose-leaf system. No attempt is made to secure or preserve the usual monthly or weekly magazines found in most good libraries, regardless of the interest shown in the peace question. Instead, our time and attention is devoted to ferreting out the unusual "propaganda" type of paper written and published by individuals and groups, often with volunteer contributions and labor. About 171 of these are currently received from 24 countries, representing 15 languages.

Any special parcel, book, or collection received is given a space in the "Accession Book." This is a lined book with double-spread pages and spaces for title, cost (or gift), donor, accession number, and disposition. Yearly accession numbers in the style of 49 — 1, or 50—96, are used to reduce the number of figures needed. If a parcel and explanatory letter arrive in the same mail, the same accession number is given to both. Every effort is made to connect a collec-

tion of papers with the correspondence pertaining to it so that historic statements, information or mere gossip, may be preserved and made available to future inquirers. Under the heading "Disposition" are inscribed such terms as "books," "periodicals," or the name of the organization with whose papers the material is to be placed. In a surprising number of cases the word "scattered" is used, showing that the bundle received was a miscellaneous lot of material to do with as we wished. Sometimes when material received in an accession is sorted, it is found to be either so foreign or so useless for the SCPC that the whole lot is disposed of promptly.

Staff consultations were held frequently in the days when the pattern for the Peace Collection was in formation, and debates on procedure seemed almost endless. Gradually, however, an archival policy for handling records of the Peace Movement was agreed upon and incorporated in a simple five-page *Policy Pattern for the SCPC*. This document is reviewed frequently as a refresher experience, and so far there has been no need to alter policies.

By using a home-made humidifier and a paper press (see *American Archivist*, July 1950) the Collection can repair and restore almost any paper material at little expense. Commercial rolls of "Permafilm," dull finish are kept on hand. Much material has been saved that might have been further damaged if it had been necessary to send it away to a professional restorer.

V

Experience with the Peace Collection at Swarthmore has revealed the following facts about handling archives of causes and movements:

(1) — Movement archives present no one central controlling body or hierarchy on which to maintain or create a definite overall pattern of records organization. The bodies may have a common goal and work along parallel roads, but they often have conflicting programs, or may even be hostile toward one another.

(2) — Emphasis must always be on the group or organization involved because the donor of papers may have had possession of them only through chance. Unless personal letters, manuscripts, or printed matter by him (or her) are contained with his gift, the donor may get a thank-you note on presentation and then fade out of the picture.

(3) — There will be a constant influx of materials from contem-

porary organizations — or should be if the curator is alive to the problem. These will range from announcements of meetings and board minutes to formal reports of international congresses, perhaps in several languages. These must be filed with earlier records of each organization. (At the SCPC we regularly provide a place for such incoming material in a folder or archive box at the end of the older series.) Why bother with this current material when the archival collection will probably inherit the organizations' noncurrent records later? The answer is that the future is always uncertain for such groups. Don't count on anything coming later. Get everything as issued and take care of it yourself.

(4) — One of the chief jobs in handling movement archives seems to be sorting and discarding. The problem is not to maintain the *absolute* integrity of a body of papers received by bequest, gift, or other channel, but to use it to best advantage. Some lots as received may be complete. Others may be but skeletons which must have missing minutes, reports, or publications added. Other parcels will consist of accumulations of out-of-date reference material from some private home or office. These parcels should be used systematically, like building blocks, to recreate or complete the files of really important societies or organizations. Significant material must be recognized quickly and the mass of duplicate and unwanted items should be disposed of promptly as gift and exchange material or as waste paper.

In short, it is clear that archives of causes and movements present peculiar problems not common to records of the usual institution or government department. Matters of accessioning, identification, sanctity of original order, labeling, and disposition call for an archivist with a flexible mind, a gentle eye, and the ability to adapt standard archival methods to fit the needs of the unique materials that may be entrusted to him.

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RICHARD G. WOOD, Editor

The National Archives

RECORDS AND FIRE PROTECTION

The first Archivist of the United States, R. D. W. Connor, relates that Franklin D. Roosevelt, in accepting election as an honorary member of the Society of American Archivists wrote,

"At this time, and because of the conditions of modern war against which none of us can guess the future, it is my hope that the Society of American Archivists will do all that is possible . . . in favor of what might be called the only form of insurance that will stand the test of time. I am referring to the duplication of records by modern processes like the microfilm so that if in any part of the country original archives are destroyed, a record of them will exist in some other place." [1]

Nowadays, as one begins each new day, after scanning the morning *Herald* and, perchance, after the previous evening's ingestion of the radio or television, one accumulates that queer feeling so aptly slanged as "This is where I came in." It is thus appropriate that currently when history appears to be so annoyingly and dangerously repetitious, the "Archivist's Book Shelf" should revert to the problem of the protection of records against fire.

The number of basic publications in this field that may be of some use to the records-monger are not numerous. In truth, it should be added with haste, the solution favored by FDR is still the better part of wisdom, always provided that the records at issue should not be disposed of in the first instance. Since the post-Pearl Harbor paper deluge, the normal mental reflex of most Federal and State archivists has been to be as jaundiced as a music critic when considering the alleged preservation value of many types of records. Consequently, before prescribing photoduplication, our first task is to see if we can feed the fires (of the incinerators) rather than prevent or quench them.

Nevertheless, despite all we can do by way of disposal, selective or otherwise, there always remains a solid core of permanently valuable documents, films, and discs, as well as the attendant personnel, and we must protect these as best we can can against fire hazards. For those readers who desire to refresh their memories with respect to staple publications dealing with this decidedly serious problem there are described here certain selected works which refer to fire protection in general, to the specific protection of records, to the problem of film storage, and to the hazards of incendiary bombing.

The bible of this field is the *NFPA Handbook of Fire Protection*, edited by Robert S. Moulton, Technical Secretary of the National Fire Protection Association (Boston, 1948) pp. 1544. This is the Tenth Edition of the *Handbook* and represents developments since the war, as the previous edition was

[1] R. D. W. Connor, "FDR Visits The National Archives," *The American Archivist*, XII, 4, p. 326 (October 1949).

published in 1941. The 73 chapters were reviewed by more than one hundred consultants. There are over 1,000 illustrations and tables, and nearly 200 pages of index. Information is clearly presented and, as far as possible, in non-technical language so that the beginner in the field can make use of it. Chapters that should be of particular interest to the archivist are those dealing with fire resistance ratings for building construction and materials, protection of openings, flameproofing treatments, protection of records, salvaging operations and prevention of water damage, and automatic sprinklers. Included in the text are definitions of terms such as "fireproof," "fire-resistive," and "fire-retardant," which are subject to much misuse in everyday speech. The retail price in 1948 was $9.50, bound in fabrikoid.

Another monumental work compiled by Moulton and his staff at the National Fire Protection Association is the *National Fire Codes* (Boston 1944-1948) in 5 volumes. These volumes contain scores of practice standards and suggested ordinances, many of which are embodied in local laws and regulations. The codes are widely used as a guide for administrative authorities in interpreting discretionary powers, as well as for insurance purposes. The entire set was priced at $8.50 in 1948, and individual volumes sold for $2 to $3.

The National Board of Fire Underwriters publishes the *National Building Code* (New York, 1949) pp. 258. This work first appeared in 1905, and is used as a text book in many colleges and engineering and architectural schools in the United States and Canada. The revised editions are prepared under the direction of the Committee on Construction of Buildings of the NBFU, assisted by the Underwriters' Laboratories. The text includes articles on fire-resistant and semifireproof construction, chimneys, flues and vents, heat producing appliances, blower and exhaust systems, warning lights, and fire extinguishing and fire alarm equipment. The appendixes include fire resistance ratings of various types of construction such as brick, hollow tile, steel, and concrete. There is an index, but few illustrations.

A volume entitled *Protection of Records*, published by the National Fire Protection Association (Boston, 1947) pp. 63, is the most important work dealing specifically with the fire protection of paper records. The 1947 edition supersedes the original publication of 1936, which was revised in 1939, and reprinted without change in 1945. The various topics treated are as follows: Part I contains the Introduction; Part II relates to the survey and classification of records from the standpoint of developing values for varying degrees of protection; Part III deals with record-keeping procedures as affected by retention periods and security duplication; Part IV on "Intensity, Duration and Control of Exposure," deals with types of record protection, vaults, file rooms, safes and the like, estimating combustibility, the handling of records during and after a fire, the salvage of fire-damaged records, fire detection equipment, first aid appliances, and automatic sprinklers; Parts V, VI, and VII deal with vault specifications, fire-resistive file rooms, and safes, insulated cabinets, and ratings. There are few illustrations, no index, but a topical table of contents. The volume was sold for $1 in 1947.

Certain articles relating specifically to the archival viewpoint are of par-

ticular interest to archivists. Margaret C. Norton in an article in *The American Archivist* (Vol. I, pp. 78-90, April 1938) describes the fire alarm and protection system installed in the then new Illinois State Archives Building; and in another article on "Record Vaults," *Illinois Libraries* (November 1943, pp. 364-369) she deals with the bombproofing and fireproofing of vaults, the planning of Court House vaults, and describes Illinois Archives vaults. The differences between firesafe vaults and fire-resisting stack compartments, as well as fire detection and alarm systems are dealt with by Victor Gondos, Jr., in an article in "Buildings and Equipment for Archives," *National Archives Bulletin No. 6* (Washington, June 1944, pp. 9-21). A description of salvage operations on State records that were subjected to fire at Montpelier, Vermont, in August 1945, is given by Henry H. Eddy in a report published as a part of the *Biennial Report, 1946*, of the Public Records Commission of Vermont.

Lest one conclude that the foregoing general protective measures cover the field, it is well to advert to the specific problems caused by the storage of photographic records. In this respect the wide-ranging interest of our most archives-minded President is again illustrated in a message from FDR to Archivist R. D. W. Connor, dated October 30, 1935, in which he sets forth that "nevertheless, I want to be wholly on the safe side in regard to fire and until we know more about the subject, *I hesitate to have films under the same roof* with the manuscript, typewritten and printed records." [2] The President went on to suggest that vaults be built under Constitution Avenue, directly in front of the National Archives building, in such a way that in case of fire or explosion they could be separately flooded. As a matter of fact nearly all film records are now stored in separate cell-like structures some distance from the capital city.

"Film Decomposition and Tests," by James W. Cummings, Alvin C. Hutton, and Howard Silfin, in the *Journal* of the Society of Motion Picture and Television Engineers, (Vol. 54, March 1950, pp. 10), deals, as the subtitle indicates, with the "spontaneous ignition of decomposing cellulose nitrate film." The theme of the article is that since this type of film, in the advanced stages of decomposition, is liable to ignite spontaneously, the danger of ignition is reduced by inspecting stored film stocks periodically and removing all affected film. Included are film stability test procedures developed in England and described in "Surveillance of Cinematograph Record Film During Storage," by G. L. Hutchison, L. Ellis, and S. A. Ashmore, in Report No. 2/R/48, of the British Film Institute.[3]

Other articles in this field are the following. A "Summary Report of Research at the National Bureau of Standards on the Stability and Preservation of Records on Photographic Film," by B. W. Scribner (G. P. O., Washington, 1939. Pp. 17), is considered one of the best reports dealing with the "value of film as record material," and the "types and kinds of film," and includes a discussion of microfilm. The "Report of the Committee on the Preservation of Film," in the *Journal* of the Society of Motion Picture Engineers

[2] Connor, "FDR Visits . . .," *op. cit.*, p. 327. The italics are mine.

[3] The address of the Institute is 164 Shaftesbury Ave., London, W.C.2, England.

(XXXV, December 1940. Pp. 584-606), contains material on safe and economical storage, and illustrates the "cascade" type of film storage cabinet developed at the National Archives. The *Storage of Microfilm, Sheet Film, and Prints*, is a small pamphlet issued by the Eastman Kodak Company (1946. Pp. 15), and relates to safety film base and paper base materials only, their storage and fire protection, and includes a brief bibliography.

It should be underscored that the inquirer seeking additional information, both on paper and film records, should obtain further lists of reports and research papers from the National Bureau of Standards, from the Motion Picture Industry, and from various universities and technical schools such as Ohio State, Purdue, Columbia, Massachusetts Institute of Technology, Illinois, and others.

Those desiring information on means of protection against incendiary bombs and other hazards of war may be referred to certain publications of the 1940s which are still pertinent, and to some of recent origin. An article on "Charred Documents" by Lodewyk Bendikson, appeared in the *Library Journal* prior to the late war (58:243-244, March 15, 1933). *Protecting Local Records Against Bombing Attacks*, issued by the Division of Archives and History of the New York State Education Department (Albany, ca. 1950. Pp. 19), renders counsel with respect to the selection of local records for security duplication and dispersal, and is mainly useful as a checklist of points to consider on the community level. The Civil Liaison Office of the National Security Resources Board recently published *Fire Effects of Bombing Attacks* (Washington, G.P.O., November 1950. Pp. 45), sold for 15 cents by the Superintendent of Documents, which briefly relates the findings of the United States Strategic Bombing Survey as to the effects of fire bombs on German and Japanese cities, and analyzes the comparable fire susceptibility of American cities. "The Care of Records in a National Emergency," *National Archives Bulletin No. 3* (Washington, 1941. Pp. 36), is again a document issued for the direct use of archivists and records keepers; besides listing the hazards likely to affect archives, and the selection of emergency storage facilities, it deals briefly with protection from fires and incendiary bombs; and concludes with a select bibliography of international works on the conservation of cultural resources in wartime. All but a few items of this bibliography were examined at the National Archives and the Library of Congress, and items that were too general and too inconsequential were excluded from the list. The British Records Association also issued an item on "The Preservation of Records in Wartime," *Reprints, No. 8* (London, 1939. Pp. 3).

Another British publication of encyclopedic character is entitled *Civil Defense*, by C. W. Glover (Chemical Publishing Co., Brooklyn, N. Y., 1941. Pp. 794). The author is a British engineer, former lecturer on civil defense, and a captain in the Royal Artillery. Several editions of this standard work were printed during the Second World War, and the American edition sold for $16.50. It is highly practical, containing many working drawings and photographs to illustrate the text, appendixes, and an index. Many aspects of wartime fires are dealt with, such as incendiary agents, inflammable materials, bombs and their effects, heat charts for various types of bombs, materials for

fire prevention, and the like. The complete British Fire Brigades Act of 1938 is given, with data relating to jurisdictions of fire fighting authorities, water supply and fire hydrants, military waterworks, allocation of expenses, and the rights and duties of authorities and individuals, the coordination of fire services, fire watching, inspection, training centers, and the fiscal accountability of the several layers of government. Mention should be made here of the existence of the valuable records relating to the American experience in the records of the United States Office of Civilian Defense, presently in the custody of the National Archives. It contains a mine of information on the experiences and publications of all the principal warring powers.

A recent popular work entitled *Must We Hide?* by Dr. R. E. Lapp (Addison-Wesley Press, Cambridge, Mass. 1950. $3.00) is intended to appraise the power and limitations of the atom bomb. Dr. Lapp was a physicist with the famous Manhattan Project. There is a detailed analysis of the effects of blast upon various types of structures, the thickness of concrete walls necessary for complete protection, and many other corollary problems. C. Howard Crane, internationally noted American architect, now building housing and factories in England, states, however, that he is paying no attention to A-bomb protection because "there isn't much to do about them any way, except that ordinary bomb shelters will give protection at a distance." He recalls a rocket that made a direct hit on a shelter and "we never found so much as a little finger of the 1,700 men who were in it." [4] But A-bombs and longe range rockets, as far as known, can be used only in small quantities, and continuous mass bombing will still make use of the ordinary types of bombs against which some protection has been developed. Even with A-bombs, as Architect Crane says, "ordinary shelters will give protection at a distance" from the explosion. For records, humans, animal and plant life, subject to a direct hit, there is no known recourse other than a prayer to heaven to be shriven of one's sins before appearance at the pearly gates.

[4] *National Architect* (VII, 1, p. 5, January 1951).

VICTOR GONDOS, JR.

Chairman, SAA Committee
on Archival Buildings
and Equipment

Reviews of Books

RICHARD G. WOOD, Editor

The National Archives
Washington 25, D. C.

Festschrift des Staatsarchivs Basel-Stadt, 1899-1949, Zum 50. Jahrestag des Bezugs des Archivgebäudes an der Martinsgrasse. (Basel. Helbing und Lichtenhahn, 1949. Pp. 114. 16 plates.)

Long before the term "visual aid" had been invented, Waldo G. Leland and Leo F. Stock used a set of lantern slides in their unrelenting efforts to preach to scholarly and civic groups the need for a National Archives of the United States. While some of the slides illustrated the abominable conditions under which Federal records were kept in Washington garages and attics, others demonstrated to the audience what European countries had done to provide housing and care for their archives. One of the slides that most certainly attracted the attention, if not the admiration of the spectators, was that of the new building of the State Archives of the Canton Basel-Stadt in Switzerland. Erected in the rear of the City Hall, the preponderantly Gothic structure conveyed an impressive idea of the value that even a small European state ascribed to its archives and of the financial sacrifice it was ready to make for their effective preservation and administration.

The *Festschrift* here under review is intended to commemorate the fiftieth anniversary of the new archives building of the Canton Basel-Stadt and to take stock of its achievements during the past five decades. To this end, present and former staff members and friends of the State Archives have contributed a number of articles, easily the most important of which is an essay by State Archivist Paul Roth, which deals with the history of the State Archives from the time it moved into its new building. Roth pays due tribute to his predecessor Rudolf Wackernagel, whose term of office from 1878 to 1917 marks the most important epoch in the history of the Basel Archives. It was Wackernagel who, in 1899, organized the hitherto amorphous masses of Basel records into an organic whole, and only six years later, in 1905, published the *Repertorium of the Staatsarchiv in Basel.* In spite of certain concessions to the principles of subject classification, the Repertorium, a volume of more than 800 pages, constitutes an outstanding achievement. It has since been supplemented by many lists, indexes, and calendars that testify to the excellent workmanship of the Basel Archives staff, and by documentary publications, such as the *Urkundenbuch der Stadt Basel,* in which the State Archives has participated and still participates. Thanks to effective regulations pertaining to the transfer of records from the offices of origin to the State Archives, issued in 1900, the influx of accessions has been a steady one. As a matter of fact, the archives building has become too small for the present holdings so that storage space in nearby buildings had to be acquired. That the Basel State Archives

was also one of the pioneers in the field of business archives is perhaps not generally known. The Swiss Business Archives was founded in 1910 as an integral part of the State Archives and, under the leadership of Emil Dürr, it developed into a major collection, attracting the attention of archivists in Switzerland and in many European countries. In 1921, however, it was made an independent agency, and it has since moved to premises of its own on Martinsgrasse 6, not far from the State Archives.

In addition to this substantial historical essay, Roth has also contributed a selective list of certain particularly valuable series of the State Archives, entitled *Ein Streifzug durch die Bestände.* Assistant Archivist August Burckhardt discusses reference service rendered by the Archives, and C. A. Müller tells how the historical amateur may use its holdings. Franz Hui deals with the collection of building plans in the State Archives, and D. L. Galbreath gives a description of selected seals. There is also an interesting article by Rudolf Riggenbach on a copper-engraving of *Madame Royale*, daughter of Louis XVI, by Antoine Sergent, a former member of the French Convention, who had found a refuge in Basel. The engraving was made in December 1795, when the princess was exchanged near Basel for a number of distinguished French prisoners of war, the Minister of War de Beurnonville and four emissaries of the Convention. These men had been sent to the headquarters of General Dumouriez, and Dumouriez had delivered them to the Austrians who, in 1795, agreed to "swapping" them for *Madame Royale.* One of them was Armand Gaston Camus,[1] the first Archivist of the French National Archives, which fact might have deserved an explanatory footnote. However that may be, the archival reader will be pleased to see one of the great figures of his profession in so conspicuous a role, appraised as equal to one fifth the value of a princess of the royal house of France. It was a time when, to quote the present Director of the French Archives, the archivist of the Republic "was counted among the most eminent persons of the State." [2]

ERNST POSNER

The American University

The State Historical Society of Missouri, a Semicentennial History, by Floyd C. Shoemaker. (Columbia. The State Historical Society of Missouri, 1948. Pp. 193. Illustrations, appendixes and bibliography.)

This book is an autobiography of a historical society, written by the man most closely associated with its development, and its director since 1915. He may well be proud of the accomplishments which he enumerates. Its collections, its publications, its sponsorship of county historical societies, and its participation in centennial celebrations have brought to it the largest annual membership of any similar society in the country. The State Historical Society of Missouri is not as old as its brethren in the upper Mississippi Valley, but it

[1] *See* the article "Camus, Armand Gaston," *La Grande Encyclopédie*, VIII, p. 1155.

[2] Charles Braibant, *Les Archives de France, hier, aujourd'hui, demain.* (Paris, Imprimerie Nationale, 1949), p. 6.

has quickly taken a place by their side, and in many endeavors it is the leader, a source of inspiration. We may hope, therefore, that this book will inspire more centennial histories of historical societies, which will explain the significance of particular collections, serve as a guide to their use, and describe all the multitudinous activities of historical organizations. Except for the collection of historical pictures by Missouri artists, the museum function is the only usual activity of a historical society which has not been fully developed by the State Historical Society in Missouri.

Some of the facts revealed by Mr. Shoemaker are important to archivist and historical director alike. Did you ever analyze the sources of support of historical work? In Missouri the Society was founded by the Press Association in cooperation with the University, and its growth has become engendered by participation in centennial celebrations, as well as by other popular activities, and the deep interest of various individuals, among whom the lawyers are a noteworthy group. The Society serves as a trustee of the State, and its appropriations received under this legal arrangement compare favorably with other State supported historical agencies of equal importance.

The State of Missouri evidently has no archivist, and the Society has filled this gap as the custodian of records rescued from the burned Capitol in 1911, as well as of other collections received more recently. As a result, a program has been undertaken for the publication of State documents, including the messages of the Governors and the records of the Constitutional Convention. However, these are only a part of the wealth and responsibilities of the Society. The catalog of over 850,000 cards is the key to a great collection of private manuscripts, books on Missouri and the upper Mississippi Valley, and a magnificent collection of local newspapers. From these newspapers have been drawn some of the most effective material for the popularization of local history, and the old files are now the center of an extensive project to microfilm all Missouri newspapers, including those not owned by the Society as well as those currently received. Through a single medium the Society is saving space and preserving the acid pulp papers.

This book is an important contribution to the history of historical societies and should be of interest to other societies faced with the same problem of telling the story of their past. If we had many such readable books, we would have a better picture of historical source materials available in this country, and someone would be able to write a history of historical societies as well as an adequate manual on the administration of a historical organization.

David C. Duniway

Oregon State Archives

The Minnesota Historical Society. Annual Report of the Director for 1949. (n.p., n.d. Pp. 23.)

Presented in an informal and fluent style unlike that of most official reporting, Harold Dean Cater's account of the activities of the Minnesota Historical Society in 1949 has as its background the Territorial Centennial of Minne-

sota and events associated therewith. The Centennial was both an opportunity and an obligation, and the Society's resources were devoted to it in ways too numerous to recount here. The Society's celebration of its own one-hundredth anniversary on October 20 lent a happy note to the larger event.

Despite needs for additional staff and equipment, the year under review was productive and successful. The program was ambitious and complex, reflecting the responsibilities devolving upon the Society and its affiliates. Twenty-eight active historical societies were organized in as many counties during the year, this notable accomplishment securing for Minnesota the unique position of having a society in each of its eighty-seven counties. The combined membership is over ten thousand persons.

The Director of the Society is ex-officio Secretary of the Minnesota Archives Commission. He reports that the Commission is completing plans for hiring an archivist to organize and administer a public records program in Minnesota. The problem of archives administration in the State is characterized as weighty. Records are accumulating at a constantly accelerating rate in the departments of the State government. They are in dead storage typically, and occupy costly and needed space. Many of the records are candidates for destruction, but along with them are others of great value. The problem is to dispose of the bulk and to make accessible the remainder. An experiment in which State warrants were microfilmed was undertaken in the year. It was found that microfilming was not the total answer to the question of what to do with records.

KENNETH F. BARTLETT

National Archives

American Documentation, 1950, published quarterly by the American Documentation Institute through its Committee on Publications, under the editorship of Vernon D. Tate, Massachusetts Institute of Technology. (Subscription rate, $5.00 per year; single copies, $1.50.)

This journal is a new "quarterly review of ideas, techniques, problems and achievements in documentation." Its establishment was the culmination of efforts to revive the former *Journal of Documentary Reproduction*, 1938-1943, which emphasized the photographic, mechanical, and other techniques of documentation. While the term "documentation" had many meanings, as defined by the International Federation for Documentation (of which the American Documentation Institute is the American Affiliate), it refers to "the creation, transmission, collection, classification and use of 'documents'," the latter being defined as "recorded knowledge in any format." In scope, the new journal is to encompass "the totality of documentation."

The use of the term "documentation" in this novel sense is of recent development in the United States, where it received some impetus from the visit of Heer F. Donker-Duyvis, Secretary of the Dutch Institute of Documentation, in 1946. Members of the National Archives staff may well remember his exposition of the work of the Institute in a talk he gave in the Archives auditorium. The history of documentation in Europe goes back to 1892 when

Henry La Fontaine and Paul Otlet of Brussels established the Office International de Bibliographie, and embarked upon a bibliographic project which was to become their life work. Their aim was to collect a comprehensive card subject-index of intellectual literature so that they might furnish to inquirers integrated reference lists on any special subject. Such an ambitious project could be accomplished only through cooperation. The story of the development of this project over the years, how it culminated in the present International Federation for Documentation (FID) with national affiliates in a number of countries, is effectively told for the first time in English in *Documentation*, by S. C. Bradford, President of the British Society for International Bibliography, Vice President of the International Federation for Documentation, and Chairman of the International Commission of the Universal Decimal Classification, published by the Public Affairs Press, Washington, D. C., in 1950.

The tremendous development of science since the establishment of the Office International de Bibliographie gave rise to the need by scientists for ready reference to the ever-growing body of scientific and technological literature, mostly in pamphlet and periodical form, in which the advances in the field were recorded. Much of the work in documentation that has been accomplished so far has been in the scientific field, and the need of the scientist has given impetus to the development of the technique of documentation. Early in its work, the Office International de Bibliographie felt the need of some device for bringing into a common pattern of subject matter the abstracts prepared by the various specialists who were cooperating on the project. The Dewey Decimal system was adopted and extended into an international classification for indexing literature in detail which became known as the Universal Decimal Classification. It was first published in French in 1899. Since then it has run into several editions in French, German, and English. The development of the classification, which must keep pace with the growing body of knowledge, is the responsibility of the International Commission of the Universal Decimal Classification, maintained by the International Federation for Documentation.

The methods developed by the FID and the use of the Universal Decimal Classification have been adopted in many countries of Europe over the last fifty years. The Federation continues to educate the public, to extend its membership and national affiliates, and the number of users of the Decimal Classification. For example, Bradford's book, *Documentation*, referred to above, is a fervent plea for the adoption of the Universal Decimal Classification by all "documentalists." The Classification, however, has not been universally accepted. Opposition has been expressed both to the use of a standard classification, and to the suitability of the Universal Decimal Classification.

The attitude of the American Documentation Institute has been well expressed by Norman T. Ball in a paper presented at the annual meeting of the Institute in Washington on February 9, 1950.[1] To quote Mr. Ball, "The

[1] *American Documentation*, Vol. I, No. 2, p. 61, Spring (April) 1950.

principal criticism which is expressed in discussion of FID is directed to the Universal Decimal Classification System which the parent body sponsors with so much enthusiasm. The actual field of operation for which the FID was formed is much broader and would certainly be greatly influenced by the scope of interest of an active American Chapter." It is not surprising that the American Chapter turned rather to the development of improved methods than to the idea of a standard classification as a means of accomplishing its aims, since the interest of its founders in the broad field of documentation had sprung from an earlier preoccupation with the techniques of reproduction. As Mr. Ball has said, "Development of improved methods will probably come most rapidly when intelligent study is directed to actual operations being carried on in providing services in response to a real and practical demand. We have punched cards, microfilm, magnetic tape, and the "Rapid Selector," and more equipment will appear when the demand is demonstrated. The full usefulness of the equipment will not be realized, however, until it is placed in active, large scale use in supplying services for which a real need exists. . . . The organization could investigate existing collections, develop and organize various guidance tools for publication in order to "documentation" as defined above a reality. (An example might be the preparation and publication of standards of bibliographical entry after substantial agreement between conflicting systems was obtained.)"

At this point the thoughtful archivist will give pause to consider his relation to the new development. Are record documents incluuded in the material to be worked on? — and who are the "documentalists?" The former question is answered by Mr. Ball, who says, "The activities of the world have become too complex and the production of new knowledge of all sorts is proceeding at too fast a pace for the ideal system to provide all of the communication and exchange of information which is required. We have learned to make extensive use of written communication by exchange of letters, publication of journal articles and books, and the preparation of reports. All of these provide the raw material for the activity called "documentation." The value of written communication is in the economical transmission of ideas at a distance and the packing and storage of ideas for selective use at a future time." Surely record documents are included, as well as library material, and both the archivist and the librarian are "documentalists." With the growing need for a job to be done in the social science field comparable to what had already been achieved for the physical sciences, it is important that documentalists work together. Although the librarian and the archivist have many interests in common, each has lived too long in a world apart with too little understanding of the work of the other. Perhaps in this common activity of documentation a way will be found to bring them together.

HELEN L. CHATFIELD

U. S. Bureau of the Budget

Inventaire des Archives de la Famille de Gaiffer-de Levignen, by Ferdinand Courtoy. (Bruxelles. Archives Générales du Royaume, 1949. Pp. 125. Appendix.)

The *fonds d'archives* or archival collection inventoried by Ferdinand Courtoy, Honorary Keeper of the State Archives of Belgium, is the most important acquisition of all private *fonds* in the depot of Namur. It is of special interest to genealogists as it contains information about some families dating as early as 1412. It also supplies important data on the following four Belgian cities of Namur, Liege, Brabant, and Anvers.

In his introduction, the author explains how this *fonds d'archives* was formed through inter-marriages. He also gives its history. The inventory, as the *fonds d'archives* itself, is divided into two sections. The first one consists of four chapters dealing with genealogies, titles of nobility, baptismal, marriage and death certificates, wills, land rights, correspondence, suits, and the like. The seigniorial papers, owned by the various families, are arranged by localities.

This *fonds* includes numerous documents relating to the following families: Gaiffier, Balbani, Blocq, Bois de Sohet, Boron, Cassani, Chesneau, Ciplet, Dave, Dhaem, Favilhon, Feron-Gaillot, Gendron, Goblet, Glymes, La Bawette, La Hamaide, Le Roy, Maucour, Mozet Nève, Nollet, Omalyn, Pierson-Parent, Quarré-de Crehen, Rahier, Solmier-de Waha, Scaillet, Tabollet, Tamison. The order kept in the arrangement of these documents is the same for each family: genealogical information, title deeds, rents and accounts.

Numerous papers on the following seigneuries are also inventoried: Beauterbrugge, Boing, Boisseilles et Celles, Boninne, Boquet (Temploux), Bouvignes, Campenhout et Villeroux, Emeville et Flostoy, Falmignoul, Franquenée, Godinne, Houdoumont, Houx et Bloquemont, Jassogne, Lisogne, Maharenne, Maizeroulle, Mehaigne et Noville, Merdorp, Namêche, Namur, Nieuenhove, Ochain, Onthaine et Sovet, Oteppe, Purnode, Revin, Rhisnes, Sommière, and Strud. Then we find an analysis of administrative and judicial papers of different Belgian localities. Finally inventoried in this first section are miscellaneous papers of various other families.

The second section of the inventory relates to the *fonds* Lallemant de Levignen: private papers, properties and rents, correspondence and business accounts, and miscellaneous documents. A table of the Levignen family is annexed. Each item of the inventory is numbered consecutively, and the name index at the end refers to these numbers, instead of the page number, thus rendering consultation much easier.

LUCIEN BRAULT

Public Archives of Canada

Inventaire analytique d'un lot d'archives de l'ancien évêché de Tournai revenues de Vienne, by Armand Louaut. (Bruxelles. Archives Generales du Royaume, 1949. Pp. 29.)

In December, 1946, the Archives Générales du Royaume (Belgium) sent to the State Archives at Mons, seven portfolios of manuscripts which orig-

inally belonged to the *fonds* of the Bishopric of Tournai and which had been kept at the Vienna Archives since 1803. These documents make up the remaining part of a precious ecclesiastical *fonds d'archives* which dates as far back as the thirteenth century, and which, in May, 1940, was almost entirely destroyed by German incendiary bombs. The history of this *fonds* is carefully given in a foreword.

The inventory is divided into three chapters: *Généralités*, old social state, and documents of local interest for Bousbecque, Cambrai, Cambrin (Pas-de-Calais), Carvin-Epinay, Comines, Denain, Douai, Englos, Fives, Flines, Lezennes, Lille, Linselles, Loos, Marcq-en-Baroeul, Maubeuge, Menin, Mortagne, Orchies, Peronne, Roye and Montdidier, Ramegnies and Esquelmes, Reckem, Roubaix, Seclin, Tourcoing, Tournai, Wattignies, Wavrin, Wez and Willems.

The name and place index at the end of the booklet would be far more useful if the figures referred to the numbers of the items instead of the page numbers.

LUCIEN BRAULT

Public Archives of Canada

Colony of Mauritius: Annual Report of the Archives Office for the Year 1949. Port Lewis, Mauritius. (J. Eliel Felix, Government Printer, 1950. Pp. 24. $.50.)

This report is divided into two parts: the archives report for 1949 and a list of publications printed in Mauritius in that year and received in the archives office under Ordinance 11 of 1893. In the first, the Archivist, A. Toussaint, explains the function of the archives office, lists the six general types of records received in the official repository, and then comments briefly about subjects which are normally parts of such reports as personnel, reorganization, accessions, transfers, searches, photostats, and preservation and maintenance. In the second, the archivist lists the publications, usually reports of thirty-five government agencies, one semi-official agency, forty-eight private sources, and twenty-three periodicals.

Of interest were: the accessions during the year consisting of 918 survey memoranda, 6,969 duplicate notarial deeds, 256 local imprints, and issues of twelve newspapers; the official inauguration of a photostat plant; the preparation and publication of a general inventory of material in the archives office; and the publication of the first issue of the Mauritius Archives *Bulletin*.

ROLAND C. MCCONNELL

Morgan State College

The Papers of Randolph of Roanoke: A Preliminary Checklist of his Surviving Texts in Manuscript and in Print, by William E. Stokes, Jr., and Francis L. Berkeley, Jr. *University of Virginia Bibliographical Series*, No. 9. (Charlottesville. University of Virginia Library, 1950. Pp. 170. $2.50.)

The University of Virginia, dedicated by its great founder to the practical

sciences, did not early aspire to the status of an important repository of historical manuscripts, but the diligence of a number of devoted curators has done much to compensate for the handicap of a late start. The University did not enter the game in time to acquire the primary collection for a number of illustrious Virginians, but in certain cases it has set about compiling card "checklists" of all discoverable papers, whether in the University of Virginia or in other repositories. These files have served as guides for the acquisition of microfilm copies by the University Library. The Jefferson checklist has long since proved of the greatest value in connection with the great Princeton project, which has now reached its second volume, and the considerable body of Jefferson Papers at Charlottesville have been described in a printed calendar published in 1950. A checklist of the correspondence of Edgar Allan Poe was issued in mimeographed form in 1941, and its compiler, Mr. John Ward Ostrom, went naturally on to produce a definitive edition of Poe's letters, published by the Harvard University Press in 1948. There are card checklists for Madison and Monroe still in progress, but the time has been thought ripe for publishing the Randolph of Roanoke file. It is termed a "preliminary checklist" because the editors are aware of its incompleteness, and invite amplification and correction. They know of one important group of unrecorded Randolph manuscripts, denied to them because of the restrictions imposed by the House of Representatives upon its archives, and they hope that other papers will now be brought to their attention.

Separate documents, 2762 in number, are listed in a very economical form, with entries seldom exceeding two lines, so that 19 or 20 can be placed on a page. The manuscripts begin in 1781, before Randolph's eighth birthday, and conclude with his undertaker's measurements in 1833. The first 95 antedate March 1799, the beginning of his public career. Manuscripts are listed from twenty-one different repositories, for which the cumbrous Union Catalog symbols are employed. These are necessary to an index covering hundreds of libraries, and standardization is a fine thing, of course, but does CLU bring the University of California to anybody's mind, and will MoSHi ever look like anything but a drunken compositor at work? The University of Virginia emerges as considerably the largest holder of Randolph manuscripts, with the Library of Congress, which has the letters to Richard Kidder Randolph and Joseph H. Nicholson, and Colonial Williamsburg, where the Tucker Papers are deposited, as the only important competitors. The compilers have also made separate entries for Randolph's remarks, reports or motions recorded in the *Annals of Congress*, his letters to the press from files of the *National Intelligencer* or the *Richmond Enquirer*, and some isolated pieces recorded in *American Book-Prices Current* and in some individual sale catalogs. References are given to the documented biographies of Randolph, whether or not the location of the manuscript is known. Indication is given when a photocopy of a manuscript deposited elsewhere is available at the University of Virginia.

Randolph's papers, says Mr. Berkeley, have been scattered among a "multitude of inheritors," but it would be more accurate to say that there are now no Randolph Papers, for there does not exist any considerable group of in-

letters, or letters received, such as ordinarily constitute the bulk of any public man's papers, even when he is meticulous about retaining legible copies of his out-letters. The bulk of "the papers of Randolph of Roanoke," however, consist of long series of his out-letters preserved in separate places by the relatives or close friends to whom they were addressed. In some cases, it would appear, these relatives or friends were able to get back their own letters to Randolph from the genuine Randolph Papers before the dissolution of the latter — such, evidently, was the origin of the "letterbooks" put together by Randolph's near friend, James Mercer Garnett of Essex County, Virginia. It is to these, along with the papers obtained from the Bryan Family, that the University of Virginia owes its priority in Randolph manuscripts. The checklist, doubtless begun some years ago, does not employ the symbol, devised by Mr. Julian P. Boyd, RC for "recipient's copy," which is considerably less ambiguous than ALS for "autographed letter signed." It is therefore not clear whether the letters to Randolph from various members of the Bryan family, now in the University of Virginia, and some series of letters to Randolph held elsewhere, are similarly derived. Two further long series of letters from Randolph, those to Dr. John Brockenbrough, President of the Bank of Virginia, and to Dr. Theodore Dudley, a younger cousin, were published before the Civil War. The originals are now missing, but the *Checklist* cites the texts, in the first instance from Hugh Garland's life of Randolph (Philadelphia, 1850) and, in the second, from *Letters to a Young Relative* published by Dudley himself the year after Randolph's death.

A good proportion of the material in the *Checklist* is unpublished, but it may be doubted whether it is of such a character as to demand a new biography to replace the very elaborate one which William Cabell Bruce published in 1922. Randolph, if not the "lunatic monkey" that Henry Adams thought him, will remain a negative figure, a curiosity of politics, and a rich subject for the speculative psychiatrist. The *Checklist* will nevertheless be of high value to all students of public affairs in the first three decades of the Nineteenth Century, whom it will guide to Randolph's actions, utterances, or relationships at a particular period. It is unfortunate that the *Checklist* has far more misprints than can be excused in a university publication.

DONALD H. MUGRIDGE

Library of Congress

Codification of Depository Policies and Practices, DRB Technical Memo No. 50-5. ([Washington]. AGO, Administrative Services Division, Departmental Records Branch, 28 July 1950. Pp. 54. Mimeographed.)

This publication of The Adjutant General's Office is fundamentally a manual on the management of an archival depository containing military records in the intermediate stage between the originating office and either the National Archives or the scrap heap. It is written primarily for the guidance of personnel working in the Departmental Records Branch and, accordingly, its general value to archivists and records managers is somewhat limited.

First of all, its single-spaced mimeographed copy is rather unprepossessing and its language is a curious combination of a "G.I.-by-the-numbers" and a literary approach. Secondly, the text is full of annoying parenthetical references which tie together repetitious statements made in various places.

The first four sections are the most important; that is, the portions devoted to accessions, description, disposal, and reference. Actually, despite the ungracious presentation, there is a lot of useful material in this paper. To discover it just takes a little digging. Much of the material is a restatement of practices generally accepted in depositories of all kinds — commercial, governmental, international or institutional. Indeed, this manual emphasizes indirectly how universally applicable are the techniques of records management as developed in recent years.

I was particularly interested in a few points of departure from relatively older theory and practice. First, the old definition of "non-record" or "reference" material is questioned and, in this connection, a more practical approach towards conserving reference files is indicated. Also, the approach to reference service is commendably dynamic and positive. It is even recommended that reference information be initiated, before being asked, to meet new defense research needs.

Also, a special word of commendation should be said for the over-all effort, reflected in the manual, to render *service*, not only in regard to reference work, but in regard to the entire functional gamut of a records depository. Stacklists, reference guides, and even subject catalog cards are prepared to be used, and searchers are encouraged to use these guides themselves whenever feasible. A disposal program is pursued vigorously in order to exploit the residue more easily. The depository stands ready to accept records under any reasonable circumstances without giving the offering agency a "hard-time."

I reserve judgment on one other over-all impression that one gets from this manual. The amount of paper control undertaken by the depository to carry on its work seems rather high. Every detailed step in all operations is recorded on this form or that. Transfer offers are registered, catalog entries are made, papers are prepared for transaction folders; large accessions are coded, descriptive summaries are drafted, serial sets of printed documents are cataloged, disposal precedent indexes are maintained, and the like. Small wonder that the records created by the depository are referred to in a special paragraph called "X-86, Records Relating to Records." Perhaps it is all desirable and maybe the various processes appear more formidable in description than they actually are in practice. At any rate, the AGO Departmental Records Branch depository policies and practices are completely set forth in this manual and, thus, one learns how the military manages its intermediate records. The DRB depository does a painstaking, thorough, professional job; in short, its mission is being accomplished.

IRVING P. SCHILLER

United Nations, Archives Section

Disposition of Illinois Records [by Margaret C. Norton], reprinted from *Illinois Libraries,* May and June, 1950. (Springfield, Ill. The Illinois State Library, 1950. Pp. 48.)

Those state archivists who have wished for a manual to aid with what is, perhaps, their most difficult task, the educating of officials in their respective capitals regarding the fundamentals of records management, will be pleased that their dean in service, competence, and prestige, Miss Margaret Norton of Illinois, has produced just such a manual for her local clientele. They may be startled to discover, however, that in doing this she has taken over, with very slight modification, more than half of the manual recently issued by the National Archives under the title *Disposition of Federal Records.* The size has been cut from 8″ by 10″ to a handier 6″ by 9″, and the title has been changed to *Disposition of Illinois Records,* with corresponding shifts in legal citations and in illustrative materials; essentially, however, this Illinois pamphlet is the National Archives manual adapted for use at Springfield. There is, of course, a frank note giving credit for the material taken. There is a sparkle, too, in the very considerable portions that are original, which demonstrates anew Miss Norton's ability at clear expression.

Some have held that methods and procedures for records management evolved at Washington can with profit be reduced in scope and adapted by state archivists to local use. This present manual illustrates both the strength and the dangers of such adaptation. Certainly the parent volume possesses merit. Every archivist must admire the compressed bits of archival wisdom which shine so brightly and so frequently in Dr. Schellenberg's discussion, and these gems Miss Norton has transferred bodily, making them available to Illinois officials. She has added a compact and lucid presentation of Illinois legislation governing records, together with a clear statement of the regulations, policies, and procedures of her own organization in dealing with the disposal and transfer of records. Departmental officials at Springfield should find this small volume helpful.

Of the seven chapters, four copy the Federal manual with but trifling deviation, but Chapter 6 contains new material in an excellent discussion of the use of microfilm with records, while Chapters 5 and 7, of necessity, diverge to deal with Illinois legislation, rather than with that of the Federal Government, with the regulations of the Illinois Archives rather than with those of the National Archives. The four chapters which "follow the party line," so to speak, will at times irk "States'-righters," both Southern and Northern. Being written in Washington, originally, there is much reference to "Government agencies" and "Government records," always with the capital G, a usage less familiar in state capitals. There is, also, too frequent reference to such Washington phenomena as the Federal Disposal Act and the National Archives Council. With neither of these will state officials be familiar, and many of them will, almost by instinct, suspect the worst. The bureaucratic jargon regarding "staff and line officers" and "substantive and facilitative functions" will grate upon their ears and raise their hackles.

The blunt truth is that these four chapters taken verbatim from the Schel-

lenberg manual fail to approach the records problem from the angle of the administrator of a State agency; they are written chiefly for persons with archival experience and training. The large Washington agencies have on their staffs archivists trained at the National Archives or who are graduates of Dr. Ernst Posner's splendid courses. During her markedly successful years at Springfield, Miss Norton has, in conference and in the classroom, trained her local records officers. For such trained persons these discussions are well suited; at its best, *Disposition of Federal Records* makes a fine beginning for the much discussed and needed American manual of archives. It does, however, assume a basic understanding of records, and it is too philosophical in its approach, too heavy in its diction, to appeal to an official breaking a routine of county law practice by four or eight years in the service of the state. It is such officials whom state archivists must educate, persuade, and convert to better practices with their records.

Miss Norton can be trusted to know what is required in Illinois, and this manual she has shaped to fit her own needs, but it should not be taken as meeting the necessities of every state. In Vermont and other small states where a major department frequently totals less than a dozen employees, where the existence of the National Archives is news to department heads who stumble over the very pronounciation of "archives" and oftentimes confuse archivists with archaeologists, the archival philosophy and the diction employed are so heavy as to produce an effect of unreality. To a degree, also, it is unreal in those larger states where governments are decentralized, with the bulk of the public business handled at the county seats. Undoubtedly we state archivists can learn much from the National Archives and its publications can serve us as texts, but where agencies are relatively small and headed by unacademic and intensely practical persons who mistrust long words and a deeply philosophical approach such as have come to characterize literary expression at the National Archives, the Federal manual requires far more drastic editing than it has received in Illinois. We can learn from the elephant and admire his strength even while avoiding the adoption of his heavy tread. Miss Norton has produced a pamphlet admirable in many ways, one over which state archivists should ponder, but the day has not yet come when we can each solve their local problems with shears, pastepot, and a long blue pencil.

HENRY HOWARD EDDY

Division of Public Records
Pennsylvania Historical and Museum Commission

Guide to Manuscript Materials Relating to Western History in Foreign Depositories Reproduced for the Illinois Historical Survey, compiled by Marguerite Jenison Pease (University of Illinois, Illinois Historical Survey, *Publication Number 1*) (Urbana, August, 1950. Pp. vi, 85.)

The Illinois Historical Survey was established at the University of Illinois in 1909 for the purpose of collecting source materials relating to the history of the State and of the West. Under the direction of Clarence W. Alvord,

then a young member of the History Department of the University, the Survey began collecting reproductions from archival and manuscript collections in the United States and abroad. The earliest reproductions from both the British and the French archives were made in longhand, but the bulk of the material was obtained after 1933 under the supervision of the late Theodore C. Pease in the form of photostats, microfilm, or microfilm enlargements.

This mimeographed guide covers reproductions obtained from both archival and manuscript collections. Listed under depository and collection, the entries give the volume number, date, page numbers, names of correspondents, or type of document. The largest group consists of the British reproductions from the records of various colonial administrations in the Public Record Office, manuscript collections in the British Museum and the Royal Society, and the Dartmouth papers. Next in quantity are the French reproductions which were acquired from the archives of the Ministries of Foreign Affairs, Marine, War, Colonies, Hydrographic Service, and the National Library. Included are much briefer lists of materials from Italian and Spanish archives, Canadian archives and libraries, and from the papers of various British officials now in American libraries. Brief introductions to each section of the guide present general data and bibliography. More such guides are needed to the collections of reproductions of other institutions.

HENRY P. BEERS

National Archives

Records of the New Harmony Community: A Descriptive Catalogue of the Manuscript Volumes Preserved in the Working Men's Institute, New Harmony, Indiana, and Elsewhere, and Reproduced Photographically for the Illinois Historical Survey, by Arthur Eugene Bestor, Jr. Illinois Historical Survey, Publication No. 2 (Urbana, Ill. The University, 1950. Pp. 17. Mimeographed.)

In the preface to this catalog, Mr. Bestor says: "The richest collection of manuscripts relating to the New Harmony Community, to the American activities of Robert Owen in the years 1824-1829, and to the educational and scientific work sponsored in the Middle West by William Maclure beginning in 1826 is that preserved in the Working Men's Institute at New Harmony, Indiana." Eleven of the twelve bound manuscript volumes here described are in the Working Men's Institute; the other is in private hands. The materials were arranged and classified by Mr. Bestor, with the assistance of Ian Charles C. Graham, under a grant from the University Research Board of the University of Illinois. Mr. Bestor is author of *Backwoods Utopias: the Sectarian and Owenite Phases of Communitarian Socialism in America: 1663-1829* (Philadelphia, 1950).

Ten of the volumes described are financial records: for example, ledger accounts for each of the several community industries; current accounts of the community store and warehouse; and records of daily sales of dry goods and hardware. The other two consist of "Proceedings of the Preliminary Meeting," 1825-26, and "Minutes of the Convention for Forming a Constitution

for the Society of New Harmony," 1826 (in one volume); and "Community Dances," 1826.

Mr. Bestor points out that the ledgers are too incomplete to permit the drawing-up of a final balance sheet of the enterprise but . . . the fact that the surviving books cover . . . the whole span of the experiment means that a considerable amount of day-to-day information can be derived from them." Anyone who has worked with the fantastically jumbled financial accounts of the early American communistic societies will agree that the homely details which accompany the accounts are more productive of enlightenment than the figures themselves.

The records have been microfilmed for the Illinois Historical Survey in Urbana and will eventually be available for consultation there. One may imagine how the early historians of American communistic societies, Noyes, Nordhoff, and Hinds, would have welcomed such a carefully worked-out aid as this.

The Franklin D. Roosevelt Library — Edgar B. Nixon

Annual Report of the Historical Commission of South Carolina to the General Assembly of South Carolina at the Regular Session of 1951. (N.p., n.d. Pp. 16.)

This report reveals a desire for expansion of activities. During the year 1949-1950, in response to a request from the State Reorganization Commission, a study was made of the department in terms of internal organization. It was recommended that four divisions be established, namely, Administration, Reference, Preservation and Duplication, and Publication. J. Harold Easterby, the Director, stated in his report that application of this recommendation would be delayed until the size of the staff is increased and the necessary equipment procured. The Commission occupies the ground floor of the World War Memorial Building which, according to the Director's report, is poorly designed for archival use, with only 12,000 cubic feet available for records. The Commission, therefore, recommends that, since a thorough survey of non-current records in the various State offices had not been made, a warehouse for storage be erected and, as soon as possible, a record depository in close proximity to the World War Memorial.

About one fourth of the work year was spent in arranging and indexing loose documents of various collections. The records of Charleston County, the most voluminous set of county records in the State and important because Charleston was the original capital, were microfilmed and the films placed with the Commission. It is the intention of the Commission to encourage other counties to do likewise through an agreement with the Genealogical Society of Utah. The Historical Marker Service was discontinued, but the Commission still checks superficially the proposed inscription submitted by various local organizations whose desire it is to place a marker at some historical spot. The report also contains a list of seven publications issued during the year and three others to be completed.

National Archives — Sara D. Jackson

News Notes

MARY C. LETHBRIDGE, Editor

The National Archives

SOCIETY OF AMERICAN ARCHIVISTS

Administration of the Society's affairs has undergone reorganization necessitated by the loss of Dr. Lester J. Cappon as Secretary. The new arrangements are now in smooth working order, with Roger Thomas, Box 131, Annapolis, Md., as Secretary, and Helen L. Chatfield, 8917 Seneca Lane, Bethesda 14, Md., continuing as Treasurer. The major change is that collection of dues payments, handling of the mailing list, and related matters are now in the hands of the Treasurer.

The main task of the Secretary has been the revision of the Society's committees. The major part of this work has been completed, with the results shown below. The President and Secretary hope that members of the Society will feel free to send suggestions for the work of the committees, either to the respective chairmen or to the Secretary. Those who have accepted appointments to date are:

Archival Bibliography — Lester W. Smith, Chairman; Ernst Posner, Donald R. McCoy, Alice E. Smith, James N. Young.

Archival Buildings and Equipment — Victor Gondos, Jr., Chairman; William D. McCain, Everett O. Alldredge, W. Frank Burton, Jr., William D. Overman.

Audio-Visual Records — (Committee not yet named).

Auditing — John C. L. Andreassen, Chairman; Nona Murray Lucke.

College and University Archives — Dwight H. Wilson, Chairman; Francis L. Berkeley, Jr., Rev. Henry J. Browne, Leonidas Dodson, Gaston Litton, Clifford K. Shipton, Lewis G. VanderVelde.

Emergency Activities — Martin P. Claussen, Chairman; Sherrod E. East, Vernon B. Santen.

Joint Committee on Historical Manuscripts (with the American Association for State and Local History) — Lester J. Cappon, Chairman; Mrs. Edith M. Fox, Dan Lacy, Clifford L. Lord, Colton Storm.

Institutional and Business Archives — Robert W. Hill, Chairman; Ruth M. Rush, Elizabeth Meade, Donald McMurray.

International Relations — Robert Claus, Chairman; Lester K. Born, Oliver W. Holmes, Dan Lacy, Ernst Posner, Fred W. Shipman.

Local Arrangements, 15th Annual Meeting — Morris L. Radoff, Chairman.

Long Range Planning — Christopher Crittenden, Chairman; Robert H. Bahmer, Lester J. Cappon, Leon deValinger, Jr., Herbert A. Kellar, Ernst Posner; Philip C. Brooks and Roger Thomas, *ex officio*.

Membership — Beatrice Decker, Thornton W. Mitchell, Lola Homsher, James C. Olson, Edgar Langsdorf, Virgil L. Bedsole, Jacqueline Bull, W. Edwin Hemphill, Helen T. Finneran, Frances T. Bourne, Jean R. McNiece, Leo Flaherty, George W. Spragge.

Microphotography — Daniel F. Noll, Chairman.

Nominations — Ernst Posner, Chairman; Jesse E. Boell, W. Frank Burton, Jr.

Program, 15th Annual Meeting — Committee not named.

State Archives — David C. Duniway, Chairman; Jesse E. Boell, Leon de Valinger, Jr.

THE NATIONAL ARCHIVES AND RECORDS SERVICE

All the members of the National Historical Publications Commission, which was reconstituted by the Federal Records Act of 1950, have been appointed, the Archivist of the United States, Wayne C. Grover, who is ex officio chairman of the Commission, announced recently. President Truman named George M. Elsey, one of his Administrative Assistants, and Richard H. Shryock, Director of the Institute of the History of Medicine at Johns Hopkins University, as the Presidential appointees to the Commission. The Vice President named Senator Clyde R. Hoey of North Carolina and the Speaker of the House of Representatives named Representative Howard W. Smith of Virginia to be the Congressional members of the Commission. The Chief Justice of the Supreme Court appointed Associate Justice Felix Frankfurter. The Secretary of State named G. Bernard Noble, Chief of the Division of Historical Policy Research, Department of State. The Secretary of Defense named Rudolph A. Winnaker, Historian for the Office of the Secretary of Defense. The Librarian of Congress named Solon J. Buck, Chief of the Library's Division of Manuscripts, as his alternate. And the Council of the American Historical Association selected as its representatives of the Commission Guy Stanton Ford, Executive Secretary of the American Historical Association, and Julian P. Boyd, Librarian of Princeton University and Editor of *The Papers of Thomas Jefferson*. The first meeting of this new Commission was held in February to consider a historical publications program for the country.

At the annual meeting of the American Historical Association, held in Chicago in December 1950, Samuel Eliot Morison, outgoing president of the Association, named the Archivist of the United States, Guy Stanton Ford, Executive Secretary of the American Historical Association, and Conyers Read, professor of history at the University of Pennsylvania, to serve as a special committee to advise the Government on writing the history of the present defense effort. This was in response to President Truman's request for the advice and assistance of the Association in getting under way a new program with the purpose of "recording the activities which the Federal Government is undertaking to meet the menace of Communist aggression."

The National Archives has recently published four *Staff Information Papers* designed to provide technical guidance and instruction. They are entitled: *The Control of Records at the Record Group Level, The Preparation of Preliminary Inventories, The Rehabilitation of Paper Records*, and *The Preparation of Detailed Lists of Records*. Copies are available upon request. All issues of the *Federal Register*, 1936-49 (vols. 1-14), have been reproduced on 53 rolls of microfilm by the National Archives; positive prints of the volumes may be purchased separately, or the entire microcopy may be had for $350.

Records centers, where noncurrent records are housed inexpensively and are processed for eventual preservation in the National Archives or for destruction, have been established in New York City, Alexandria, Va., Chicago, and San Francisco. They are under the technical supervision of the Records Management Division of the National Archives and Records Service.

The Franklin D. Roosevelt Library at Hyde Park, N. Y., has received the papers of Elbert D. Thomas, recently appointed High Commissioner of the Trust Islands of the Pacific. They range in date from the time he served as missionary of the Church of the Latter Day Saints, 1907-12, through his service in the United States Senate, 1933-50. Herbert C. Pell of Pellbridge, Hopewell Junction, N. Y., has also presented his papers to the Library. For the most part, they cover the period 1930-48, and, in addition to his correspondence with Franklin D. Roosevelt, they contain his personal correspondence while minister to Hungary and Portugal and a member of the War Crimes Commission.

THE LIBRARY OF CONGRESS

Mrs. Sergei Rachmaninoff, widow of the late composer, pianist and conductor, has presented to the Library of Congress the large collection of autograph music manuscripts, letters, and other memorabilia which comprises the Rachmaninoff Archives.

This collection reflects the career of that distinguished musician. Through Mrs. Rachmaninoff's generosity, it now becomes available to scholars, except for temporary restrictions placed on some of the correspondence. The Rachmaninoff Archives will come to the Library in the near future and will be prepared for exhibition upon their arrival. The exhibit is expected to be held in 1951.

Sergei Rachmaninoff (1873-1943) was one of the outstanding figures of the world of music. As a composer he created notable works in both the large and small forms. The scores of his symphonies and concertos are included in the concert repertoires. His vocal and piano music are works of great importance. As a pianist he was considered by thousands to be one of the greatest artists of his time. In the later years of his life he deliberately suppressed his talents as a conductor, but his achievements in this field were scarcely less distinguished.

All these activities are represented in the Rachmaninoff Archives. The extensive group of letters and correspondence adds to the value of the Archives as primary source material. In addition, there are lists of works and recordings, long series of programs, statistical and classified summaries of Rachmaninoff's varied activities, reviews and appreciations, tributes, prizes and much unpublished material.

DEPARTMENT OF STATE

The Department of State has issued the following notice to Universities, Museums, Libraries, Art Dealers, and Booksellers:

It is the responsibility and desire of the Government of the United States to recover and return to owner nations those cultural objects, including works of art, archival material and books, looted, stolen or improperly dispersed from public and private collections in war areas and brought to the United States during and following World War II.

This responsibility has been shared by American institutions and American citi-

zens. The response of museums, libraries, and dealers to a circular letter from the American Commission for the Protection and Salvage of Artistic and Historic Monuments in War Areas requesting information about objects without a clear title has led to the recovery by this Government of a number of items of artistic and historic importance. The continued vigilance of American institutions and individuals in identifying cultural objects improperly dispersed during World War II is needed.

Your cooperation in notifying the Secretary of State, Washington 25, D. C., concerning such objects which may come to your attention will be appreciated.

AMERICAN DOCUMENTATION INSTITUTE

The American Documentation Institute held its deferred annual meeting in the Coolidge Auditorium of the Library of Congress on February 15. The business meeting was followed by Luther Evans' presidential address and a general session open to the public, with the following topics for discussion: "Discovering sources of material" (including the international exchange problem); "Storage problems and micro-reproduction"; "Problems of search"; "Duplication of material" (Photo, Stenofax, Thermofax, Xerograph); and "Distant Services" (facsimile, teletype, teledox, as compared to mail and messenger).

In conjunction with the program, more than thirty organizations were invited to exhibit the latest equipment and techniques available or being developed for documentation.

AMERICAN HISTORICAL ASSOCIATION

The 65th annual meeting of the American Historical Association, held in Chicago during the last week in December, was attended by about 1200 people and, as usual in recent years, many sessions were held simultaneously. At a session on "The Historian and the Federal Government: Research and Publication Opportunities," papers were read by G. Bernard Noble, Chief of the Division of Historical Policy Research in the Department of State, on "The State Department and the Scholar"; by Kent R. Greenfield, Chief Historian of the Department of the Army, on "The Department of the Army and the Scholar"; by Wayne C. Grover, Archivist of the United States, on "The National Archives and the Scholar"; and by Philip M. Hamer, Acting Secretary of the National Historical Publications Commission, on "A National Program for Documentary Historical Publications." Mr. Noble distributed a processed document of considerable interest entitled "Regulations Concerning Non-Official Research in the Unpublished Records of the Department of State"; and Mr. Greenfield distributed a processed document entitled "Opportunities for Research in the Records of the Department of the Army," which contains much of the information included in his paper.

At a session on "The Publication Problem," M. M. Wilkerson of the Louisiana State University Press read a paper on "Publishing History Books" from the point of view of a university press. Alfred Knopf discussed the same subject from the point of view of the commercial press, and Henry M. Silver of the American Council of Learned Societies read a paper on "Cheaper Meth-

ods of Publication." At a session on "The History of American Colleges and Universities," Ernst Posner of American University read a paper on "University Archives." At a joint luncheon session of the Association and the Society of American Archivists, Paul Angle of the Chicago Historical Society spoke on "Evaluation of Historical Manuscripts" and advocated a more selective policy in the preservation of such material than has generally prevailed in the past. The presidential address by Samuel E. Morison entitled "Faith of an Historian," was published in the January number of the *American Historical Review.*

Robert L. Schuyler of Columbia University was elected President for 1951 and James G. Randall of the University of Illinois, Vice-President. Guy Stanton Ford continued as Executive Secretary and Solon J. Buck was reelected Treasurer. The 1951 meeting is scheduled for New York, that for 1952 for Washington, and 1953 for Chicago. Sherman Kent of Yale will be the Chairman of the Program Committee for the 1951 meeting. (Summarized from a report by Solon J. Buck in the Library of Congress *Information Bulletin.*)

COMMERCE DEPARTMENT, BUREAU OF THE CENSUS

Raymond McNair has been appointed Records Administration Officer in the Office of the Chief of the Administrative Services Division, Bureau of the Census.

FOREIGN NEWS

Canada

Miss Helen McClung has retired from the position of Provincial Archivist of Ontario. She joined the Archives staff in 1915 and in 1939 she was appointed Provincial Archivist, the first woman archivist in Canada. Dr. G. W. Spragge, formerly supervisor of Local History in the Department of Education and secretary-treasurer of the Ontario Historical Society, has been named to succeed her.

Ecuador

By a law of 1947 there was organized the Archivio Nacional de Historia, separate from the Museum of Art, although both are administered by the Casa de la Cultura Ecuatoriana. Since this act, 374 volumes of documents corresponding to the years 1600 to 1799 with indexes, have been arranged. Shortly these will be published in a special bulletin by the Archivo. Since June 1948 the new location of the Archivo has been Avenida Mariano Aguilera numero 332, under the direction of Dr. Carlos Vivanco.

France

The Library of Congress' Special Assistant on the Microfilm Program, Dr. Lester Born, forwarded from Paris the following report on the Institut de Recherche et d'Histoire des Textes, which the Library published in its *Information Bulletin*:

This Institute, founded in 1937 under the auspices of the Centre National de la Recherche Scientifique, has as its purpose the study of the written transmission of human thought. At the present time the work of the Institute is concerned almost entirely with the literary texts of classical antiquity (Greek, Latin) and the Middle Ages (Greek, Latin, Arabic, French, Provençal). An auxiliary section is at work on archival documents, particularly on French cartularies of the Middle Ages. Upon request, or on its own initiative, the Institute microfilms the best manuscripts for each literary text. Copies of these films may be borrowed or purchased by any scholar in any country. Approximately 10,000 items are now in stock. Enlargements in size 24 x 30 cm. are available for use at the Institute and, under certain conditions, on loan.

The Institute, which is open throughout the year, provides a work room containing reading machines, a reference library, and card files on the history of manuscripts, the scribes, the former owners, humanistic scholars, old libraries, heraldry in illuminated manuscripts, bibliography, etc. The texts themselves are cross-indexed under author and title, manuscripts, manuscript collections, and, when necessary, incipits. The Secretary General is Mlle. Jeanne Vielliard, and the address of the Institute is 87 rue Vieille du Temple (one of the buildings of the Archives Nationales), Paris, IIIme.

Great Britain

At a meeting held on August 30, 1950, the British National Committee on Documentation decided to dissolve itself on December 31, 1950. This decision was prompted primarily by the difficulties encountered during the last two years in raising the country's annual contribution to F.I.D. The committee was of the opinion, however, that a small national standing committee was needed to coordinate documentation interests within Great Britain, and expressed the hope that ASLIB would try to form such a committee, consisting of representatives of the Library Association, the Royal Society, the British Standards Institution, and ASLIB.

India

The following item which appeared in the daily papers of New Delhi for August 22, 1950, is reprinted by courtesy of the Department of State's Publications Procurement Officer in that city —

Latest acquisition of the Indian National Archives is approximately 20,000,000 folios of manuscript records, in foolscap size, of the former Western India and Gujarat States Agency. Pertaining to about 282 princely States and hundreds of semi-independent talukas, these papers cover a period of over a hundred years of Indian history from 1807.

During British rule these papers were treated as highly confidential, and were thus inaccessible to any but highranking British political officials. It is expected therefore, that, when gone into by experts, these records will throw interesting light on the social and political history of 19th century Western India.

While the bulk of these records are in English language, it is learnt, there are several important documents of immense historical significance in Gujarati and other Western Indian languages also. Among the important States agencies of Western India, covered by these papers, are those of Kathiawad, Sorath, Prant, Jhalawar, Halar, Palanpore, Cutch, Mohikantha and Banaskantha.

A preliminary survey reveals that among these papers are contained the original M.S.S. security bonds executed by the Gaekwad of Baroda, and several other chiefs and talukdars between the years 1818 and 1880. Other important documents in the collection include Col. Walker's report on Kathiawad (1807), journal of a route through Gujarat by Lt. James McMardo (1809-10), maps of various places under the Kathiawad Political Agency (1875), correspondence on piracy in Cutch (1813-

14), reports relating to infanticide, adultery and other social vices in Cutch (1850-66), journal of the celebrated Alexander Burnes (1831) and a list of fortified places in Kathiawad (1845-46).

* * *

Since independence in 1947, British Residency records — considered to be of utmost importance for the writing of Indian history for the period of British rule over the country — have been recovered by the National Archives from Indore, Rajputana, central Indian States, Mysore, Madras, Hyderabad, the Pujah and Kashmir. It is pointed out that, prior to transference of power, these records belonged to the Crown Representative in India. While, with the lapse of paramountcy, these records should constitutionally have passed on to the Government of India, it is feared a large number of the Residency records were either destroyed or dispersed by local political officers during the crucial transitional months. Some of the records, it is understood, were transferred to the U. K. High Commissioner in India, in whose New Delhi office these are at present believed to remain stored. A bulk of the records are stated to have been saved from destruction or dispersal by the intervention of the Government of India which has since been acquiring them gradually for preservation at the National Archives in New Delhi. (From the Library of Congress *Information Bulletin*)

The National Archives of India has just published the first volume, volume 5, of a series of twenty-one entitled *Fort William-India House Correspondence*, 1784-1800, to form part of the recently revived Indian Records Series. Under the general editorship of the Director of the National Archives, these volumes will be edited by eminent scholars and will bring to the public for the first time the mine of information hidden in the correspondence between the East India Company's representatives at Fort William in Calcutta and the Court of Directors in London.

Portugal

The latest historical archives to be organized in Portugal, the Arquivo Distrital de Angra do Heroismo, Azores, has recently been opened to scholars under the direction of Dr. Manuel C. Baptista de Lima, formerly the Librarian of the National Assembly in Lisbon. The first issue of the Archives *Boletim* appeared in 1949.

Spain

As a means of safeguarding Spain's national documents, and as an aid to research, the Spanish Ministry of National Education issued a decree on July 14, 1950, creating the Archivo Central de Microfilms under the jurisdiction of the Department of Archives and Libraries. This decree provides for the systematic reproduction of documents, manuscripts, and printed matter, beginning with those in the National Library and the National Archives. It also authorizes the microfilming of holdings of government departments, private libraries, and individuals. The complete text may be found in Number 212 of the *Boletin Oficial del Estado*, July 31, 1950, p. 3344.

A publication of great importance for the study of Spanish colonies in America has just been published by the Archivo General de Indias, Sevilla. Volume I of the *Catalogo de Documentos de la Seccion Novena* (Sevilla, 1949. 822 p.) lists references to letters, manuscripts and other documents to be found in two

of the fourteen series contained in this section of the Archivo. Series I pertains to Santo Domingo, Cuba, Puerto Rico, Louisiana and Florida, and Series II to Mexico.

CALIFORNIA

The University of California at Los Angeles announces the appointment of Edwin Carpenter, a graduate of the University of Southern California, as Archivist of the University.

The California Historical Society has acquired two notable collections of papers and documents. The first consists of selections from the personal library of William Hammond Hall, prominent in the engineering history of the State, together with his letters and scrap books, field notes, maps, photographs and personal papers. The second includes the papers of Albert Little Bancroft.

ILLINOIS

Scholars interested in the history of the Midwest have a new aid in a series of publications just started by the Illinois Historical Survey at the University of Illinois. The Survey has one of the world's outstanding collections in this field, including both original materials and microfilm copies of materials located elsewhere.

The new publications will provide scholars with a guide to these collections, which include some European materials nowhere else available because the originals have been destroyed in war. Two mimeographed publications have been issued and more will follow. Each will give information on one field or type of material. When the entire collection has been reported, the information will be republished in a printed volume.

First of the mimeographed reports is a "Guide to Manuscript Materials Relating to Western History in Foreign Depositories Reproduced for the Illinois Historical Survey." Prepared by Mrs. Marguerite Jenison Pease, widow of the late famous Illinois historian, Prof. Theodore C. Pease, it lists materials reproduced from the British, French, Italian, Spanish, and Canadian archives, British Museum, and miscellaneous other sources.

Publication No. 2 is a guide to the "Records of the New Harmony (Ind.) Community" which have been microfilmed and made available at the University through the efforts of Prof. Arthur E. Bestor, Jr., who prepared the detailed report.

LOUISIANA

The Department of Archives of Louisiana State University has received from the family of the late J. Fair Hardin, Louisiana historian, the latter's papers and collection of research materials pertaining principally to the history of Northwest Louisiana, 1718-1940. Other major acquisitions include the papers (chiefly in French) of the Joseph Reynes family, soldiers, public officials, attorneys and bankers, New Orleans, 1744-1929; a large body of additional

papers of the Butler family, planters, public officials and military officers, West Feliciana Parish, 1768-1914; Joseph Addison Montgomery family papers, Presbyterian ministers, planters and New Orleans cotton brokers, principally Claiborne County, Mississippi, 1806-86; additional papers of Andrew J. Hero, C.S.A. officer and Republican party official and candidate, New Orleans, 1829-1905; scrapbook of papers of Hubert Rolling, composer and pianist, New Orleans, 1843-98; papers of Robert de Lapouyade, scenic artist, containing materials pertaining to opera and the theater, New Orleans, 1848-1936; account books and related materials of George W. Bennett, merchant, factor, postmaster and planter, Rapides Parish, 1859-1917; papers of James Graham, United States marshall, New Orleans, 1860-83; and account books and some related papers of Stille and Yarbrough, Ltd., merchants and cotton factors, Natchitoches Parish, 1900-37.

MASSACHUSETTS

The American Antiquarian Society Library has received a collection of 429 letters written to Stephen S. and Abby Kelley Foster, most of them from fellow Abolitionists, between 1836 and 1860. They include letters from Wendell Phillips, Parker Pillsbury, Lucy Stone, John Greenleaf Whittier (1), William Lloyd Garrison, Gerrit Smith, Frederick Douglas, Elizabeth Cady Stanton (1), the Grimkes, Theodore D. Weld, the Tappan sisters, and some lesser figures.

The Radcliffe College Library announced on February 24 the gift of seven scrapbooks of clippings about the activities of Julia Ward Howe from Rosalind Richards, a granddaughter. Many letters, manuscript speeches, et cetera, are included, covering Mrs. Howe's activities between 1886 and 1910. They constitute a valuable addition to the library's Women's Archives, original materials on the women's movement in the United States.

A four ton collection of records of a mail-order business received by the Baker Library in May 1950, is described in "Publisher and Advertiser Extraordinary, the E. C. Allen Collection," by Robert W. Lovett in the *Bulletin* of the Business Historical Society, December 1950, p. 210-215.

MICHIGAN

On June 6 a fire destroyed the University of Michigan's Haven Hall. In this building, which housed the Institute of Public Administration, was its Bureau of Government research library, one of the nation's larger collections of books, documents, clipping files, and manuscripts on government. While there was extensive fire and water damage, the loss of irreplaceable items was not so great as at first assumed. University authorities are laying plans for the immediate rebuilding of the collection and for housing it, together with the Institute of Public Administration's expanding instructional, research and service activities, in modern, fireproof quarters.

NEW JERSEY

Original manuscripts and personal correspondence of the late F. Scott Fitzgerald have been presented to Princeton University by the author's daughter, Mrs. Samuel Lanahan, and will be housed in the F. Scott Fitzgerald Room in the University's library. The manuscripts of "This Side of Paradise," "The Great Gatsby," "Tender is the Night," and other works are included in this collection along with letters from the author's friends and movie scripts. Much of this correspondence has been used by Arthur Mizener in the preparation of his biography of Fitzgerald which Houghton Mifflin published in January.

NEW YORK

Dr. Milton W. Hamilton has been appointed senior historian in the Division of Archives and History, New York State Education Department, as of June 1, 1950, having served provisionally in this position since September 19, 1949. A native of Fabius, New York, with degrees from Syracuse and Columbia Universities, Dr. Hamilton has been professor of history and head of the department at Albright College, Reading, Pennsylvania; for the past six years editor of *Pennsylvania History*; and for the past ten years editor of the *Historical Review of Berks County, Pennsylvania.* In the State Historian's Office he is currently engaged in editing the papers of Sir William Johnson.

The New York Public Library and the State Historical Society of Wisconsin have arrived at a division of responsibility in microfilming labor papers. Duplication of effort will be avoided and a reduction of the overall costs to each institution will result. It is believed that the agreement may serve as a valuable precedent for microfilming projects in American history being sponsored by other libraries.

A notable collection of manuscripts, books and drawings was received by the New York Public Library in June 1950, by the terms of the will of the late Edward S. Harkness, a trustee of the library from 1919 to 1929. The accessions are described in an article by Robert W. Hill, Keeper of Manuscripts and Lewis M. Stark, Chief of the Reserve Division, in the *Bulletin* of the New York Public Library, December 1950, p. 585-594.

The University of Buffalo has just announced that it is the recipient of the James Joyce collection, which has been donated by Mrs. Phillip J. Wickser in memory of her husband, who was a distinguished Buffalo lawyer and an active leader in the city's civic and cultural affairs. The collection consists of 600 items, among which are books from Joyce's library; presentation copies of books by his various friends, among them T. S. Eliot, W. B. Yeats, Ernest Hemingway; copies of his own books, many of which are inscribed to members of his family; notebooks full of experimental writings; manuscripts of various kinds; letters to him; his own collection of press clippings about his work; and other items of a miscellaneous but personal nature, for example, his spectacles, passports, etc.

About 100 photographs and drawings tracing the work of the New York

architectural firm of McKim, Mead and White from 1879 to the present were placed on exhibition Wednesday, January 10th, at The New-York Historical Society, Central Park West at 77th Street. In addition to presenting a pictorial record of the achievements of the firm, the exhibition graphically reflects the changing architectural tastes of this period as illustrated by the many magnificent homes they planned for the socially prominent and wealthy, and the many buildings of the city which have become landmarks during the past seventy-five years.

Though usually remembered for their many imposing structures, the exhibition shows that McKim, Mead and White, in their early days were among the pioneers of modern architecture, as illustrated by photographs of the W. G. Low plain shingled cottage at Bristol, R. I., the Robert Goelet home, Newport, the Tiffany house, formerly standing at 72nd Street and Madison Avenue, and the casinos at Newport and Short Hills.

Later the firm became engaged in designing in the Renaissance style and in this period their most imposing masterpieces were constructed. Included as examples of this period are photographs and drawings of the old Madison Square Garden, the Herald Building, formerly at Herald Square, Pennsylvania Station, the Harvard University and Metropolitan Clubs, Columbia University buildings, the Cyrus Hall McCormick residence at Richfield Springs, New York, the Clarence H. Mackay mansion, Roslyn, the Henry Villard residence, New York City, and many others.

The more recent work of the firm is represented by drawings of the New York Municipal Building, Statler Hotel, Savoy Plaza, and the U. S. Post Office.

Material for the exhibition is drawn from the almost complete records of the firm recently presented by them to the Society and comprising almost 300 bundles of specifications, 350 transfer cases and files, 500 tubes of drawings, and 250 glass negatives. The exhibition will remain on view until April 8th.

NORTH CAROLINA

The Division of Archives and Manuscripts of the Department of Archives and History has installed a laminating shop which includes a Barrow laminating machine and facilities for neutralizing the acidity in papers. With this new equipment the Department has begun an expanded program of repair and restoration.

PENNSYLVANIA

The Catholic Historical Society of Western Pennsylvania on October 8, 1950, dedicated a new depository for its manuscripts, newspapers, and museum materials. This archives will have for its purpose the collection and preservation of all types of materials relevant to the history of the Catholic Church in Western Pennsylvania. It is located in the Duquesne University Library, Pittsburgh. Additional work is being done in Pittsburgh by the Reverend Fr. Francis A. Glenn, archivist and historian of the Diocese of Pittsburgh since

January 1949, who is putting in order the diocesan records of the last twenty years.

Over 100 friends of the Reis Library, Allegheny College, gathered at Meadville last Lincoln's Birthday to mark the opening of the Tarbell Balcony. Furnished by Mr. and Mrs. Everett D. Walker and family of Erie, the balcony will house the personal papers and manuscripts, with the exceptions of the previously collected Lincoln material and investigations of the American oil industry of Ida M. Tarbell, who was an alumna of Allegheny College.

TENNESSEE

Plans for the new State Library and Archives Building were approved in August by the Library building commission, consisting of Governor Gordon Browning, Attorney General Roy H. Beeler, and State Librarian and Archivist Dan M. Robison. The architect, H. Clinton Parrent, Jr., of Nashville, is preparing the working drawings, specifications, and other data needed for taking bids, and it is hoped that the contract may be let early this spring if war conditions do not interfere.

VIRGINIA

Among recent manuscript accessions to the University of Virginia Library the following may be noted: correspondence and other papers of the Brown family, 230 items, 1754-1888, and of the Hart family, 500 items, 1814-1927, of Albemarle County, Va.; store ledger of King William Court House, Va., 1773; papers of the North American Land Company, 722 items, 1790-1854, founded by William Morris, James Greenleaf, and John Nicholson for the sale of six million acres of land in the southeastern states, including correspondence, ledgers, deeds, plats, and surveys; autograph album containing previously unknown letters of 28 leading figures of the Revolutionary period, collected about 1800-1820 by Julia M. Dickinson Tayloe, of the Octagon House, Washington, D. C. (microfilmed); 15 additional manuscripts of John Randolph of Roanoke, 1803-1820; 20 additional manuscripts of Thomas Jefferson, 1806-1817; papers of the Gaines, Watkins, and related families of Charlotte County, Va., chiefly of Col. Richard Venable Gaines, C.S.A., 1800 items, 1810-1905; 1,000 additional papers of Gen. John Hartwell Cocke, chiefly correspondence for the years 1820-1840; 35 additional manuscripts of James Madison, 1801-1817; 300 additional papers of Col. Sir Henry Wemyss Feilden, British explorer and soldier-of-fortune, and officer in the Confederate States Army, 1860-1920; 5 boxes of the personal and legal papers of Justice James Clark McReynolds (1862-1946); 45 boxes of correspondence, literary manuscripts, diaries, and other papers of Mary Johnston (1870-1936), historical novelist and leader in the woman's suffrage movement; papers of the late Wilbur E. MacClenny, of Suffolk, Va., antiquarian and writer on the history of Mansemond county and the churches of southeastern Virginia, 5,000 items, 1880-1945; 15 boxes of papers of the late Judge George Scott Shackelford of Orange county, Va., 1885-1930.

William J. Van Schreeven, Virginia's state archivist, John Cook Wyllie, curator of rare books, and Francis L. Berkeley, Jr., curator of manuscripts at the University of Virginia, were recently named by President Dodds of Princeton University to the Advisory Committee of the Papers of Thomas Jefferson.

Raymond E. Clark, Jr., formerly of the Sterling Library at Yale, and Russell M. Smith have been appointed assistant archivists at the University of Virginia Library, succeeding Mrs. Constance E. Thurlow, Frank E. Evans, and James A. Bear.

NECROLOGY

Clarence E. Walton, at one time in charge of the University archives of Harvard University, died in Miami, May 25, 1950, at the age of 51. When Mr. Walton was order librarian at Harvard in 1931, he drew up and applied a classification for the archival part of the University's collection which is still in use. From 1938 to 1940 he taught a course in historical archives, principles and practice, one of the first such courses to be given anywhere in this country. Since leaving Harvard in 1946 he had been employed by the War Department and the Department of State in Washington.

Grace Gardner Griffin, who retired last May from her Library of Congress position as assistant in charge of the collection of reproductions of manuscripts from abroad relating to American history, died on November 4, 1950. Miss Griffin will be remembered for many years to come as the editor of *Writings on American History* under the auspices of the American Historical Association.

Thomas F. O'Connor, associate professor of history in St. Louis University, died suddenly on September 15, 1950. In recognition of his attainments in the field of American Catholic history St. Bonaventure University conferred upon him the honorary degree of doctor of laws in June 1947, and in 1946 he was elected President of the American Catholic Historical Association.

Dr. John Paul Selsam, head of the history department at Pennsylvania State College, and at one time director of the Historical Source Materials Survey in Pennsylvania, died in May 1950.

Randolph G. Adams, director of the William L. Clements Library, University of Michigan, died on January 4, 1951.

IMPORTANT NOTICE

The annual meeting of the Society will be held in Annapolis, Maryland, on October 15-16, 1951. The Maryland Hall of Records will be host. Plan now to attend.

REPORT OF THE EDITOR

By resolution of the Council adopted September 19, 1949, the editor is required to publish his annual report in the *American Archivist*. The present report covers editorial activities and problems, October 1949-July 1950 (4 issues).

The four issues under consideration contain 433 pages of text and 1 illustration. Twenty-five formal articles filled 244 pages, or slightly more than 56% of the total text. Of these articles, 19 were *new* materials solicited by the editorial staff and 5 represented papers read at Society meetings. Authors were drawn from 6 States (North Carolina 2, Maryland 1, New York 2, California 1, Mississippi 1, Pennsylvania 1), 4 foreign countries (Wales 1, Canada 2, France 1, Switzerland 1), 7 authors were members of the National Archives staff, and 5 others were residents of the District of Columbia. The subject matter span of published articles is shown in the following table:

Archival theory and practice — 1 article (identification of series)
Archives and war — 1 article (Germany: Ministerial records)
Biography — 1 article (Connor)
Conference of Archivists — 1 article
Foreign archival activities — 2 articles (Wales, International Labour Office)
Institutional archives — 2 articles (university, church)
Manuscripts — 3 articles (Duke University procedures, Bancroft Library collections, presidential papers)
National Archives — 2 articles
Records Management — 2 articles (Canada, history of record system)
Special types of records — 1 article (cartographic records)
State and local archives — 2 articles (New York, Mississippi)
Technical topics — 3 articles (microfilm files, record containers, document press)
Training — 1 article (Ecole des Chartes)
Use of records — 3 articles (genealogy, certification, picture collections)

In addition to the subjects treated in the formal articles, attention was focused on business records and historical manuscripts in two signed critical bibliographies published under the heading of "The Archivist's Bookshelf." Filler dealt with the National Historical Publications Commission and the Federal Records Act of 1950. The remainder of the four issues was taken up with such regular features as reviews of books, news notes, "Writings on Archives and Manuscripts," "Have You Seen," "The President's Page," and advertisements.

The News Notes section, under the energetic editorship of Mrs. Mary C. Lethbridge continued to be a popular feature of each issue. A total of 62 pages of news was presented, supplying news items from 32 states (Alabama, California, Colorado, Connecticut, Delaware, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maryland, Massachusetts, Michigan, Minnesota, Missouri, Nebraska, New Jersey, New Hampshire, New York, North Carolina, Ohio, Oklahoma, Oregon, Pennsylvania, Tennessee, Texas, Virginia, Vermont, West Virginia, Wisconsin), the District of Columbia, and 8 foreign countries (England, South Africa, France, Pakistan, Dominican Republic, Ireland, Portugal, Canada). In addition, news items covered the ac-

tivities of the Society of American Archivists, international archival agencies, the American Documentation Institute, and such Federal agencies as the National Archives and Records Service, the Library of Congress, the Department of Defense and its constituent units, the Department of State, the Federal Security Agency, and the Interagency Records Administration Conference. Activities in the fields of training of archivists and college and university archives were also noted. Much of the information published by Mrs. Lethbridge is derived from replies to questionnaires sent out by her, but a great percentage of it results from her conscientious, time-consuming examination of published and unpublished material received at the National Archives. Questionnaires are sent out on a "rotating basis" to selected members believed to be in a position to supply significant information, but the editor urges all members to send news items to Mrs. Lethbridge, whether or not they receive questionnaires. Obviously Mrs. Lethbridge could readily expand her department were it not for the space limitation which the editor is forced by necessity to impose all too frequently.

During the year the review editor, Dr. Richard G. Wood, published 43 reviews as against 48 last year. Of these, 24 were written by members of the Society and 19 by non-members. In terms of geographical distribution, 21 reviewers hailed from the District of Columbia (10 National Archives, 11 other Washington sources) and 22 from outside the Federal city. Thus the reviewers from Washington nearly equalled the remaining contributors throughout the country. It is a matter of regret that there were but two foreign reviewers (England, Canada). On the other hand, there were 18 reviews of foreign material. In his quest to obtain representative reviewers, Mr. Wood admits that his greatest temptation is to "call up someone in Washington instead of writing to some more remote possibility" and, although he says he is "as weak-willed as the next fellow, he sees his path of duty in the matter of distribution." He realizes he must also resist the temptation to overwork those contributors who perform ably and willingly but he is always on the look-out for new talent. Unfortunately, no "review cards" have been received by Mr. Wood from new members since December 1948 and he is at loss to account for this "evidence of mass modesty." Perhaps through misunderstanding the Secretary has not been sending out these cards to new members. If so, the deficiency should be corrected at once in order that Mr. Wood can find new recruits with a minimum of effort. Mr. Wood's chief complaint, however, is directed at certain individuals, who are eminently suited to write a particular review because of their position in the archival or scholarly world, and agree to contribute but thereafter cannot be persuaded either to complete the assignment with promptness, thus spoiling the timeliness of the review, or to return the book so that Mr. Wood can assign the work to a new victim. The editor sympathizes with Mr. Wood in this matter and urges each member to "put the shoe on if it fits." The matter of abstracting foreign periodical literature is being considered by the editor and will be undertaken if a person or persons can be persuaded to undertake the abstracting.

The compiler of the "Writings on Archives and Manuscripts" is submit-

ting a separate report to the Secretary. It is believed that the calibre and importance of the "Writings," prepared by Mr. Lester W. Smith, make further discussion of it unnecessary. Our debt to him for this annual feature, as well as for the useful "Have You Seen" column, is great indeed. Thanks should also be rendered to the President of the Society for his interesting and timely contributions found in "The President's Page."

In the distribution of bouquets, perhaps the largest should be tendered to Mr. Paul R. Strain and The Torch Press. Relations with our publisher have been eminently satisfactory. Issues have always been distributed in the month due, one number being printed and mailed in less than three weeks after Mr. Strain had received corrected galley. The typographical and proof reading work of the Press is of such a high standard that the editor rarely finds printer's errors that have not been previously caught by Mr. Strain's staff. Indeed, much time has been saved because the editor has found by experience that it is unnecessary to receive and read page proof after corrected galley has been submitted.

Turning to the problems faced by the editor, perhaps the most important is the space limitation imposed by the Society's present publications budget. Within this budget ($3,000), it should be possible, if printing costs remain stable, to publish three 96-page issues and one 128-page issue. The cost of the four issues, this year was as follows:

October 1949	$ 890.82
January 1950	693.45
April 1950	697.06
July 1950	833.55
	$3114.88

By confusing the fiscal year with the publishing year in his estimates, the editor regrets that he permitted the publication expenses to exceed the current budget by $114.88. Furthermore, in establishing the budget for this year the Council failed to take into account the cost of the annual volume title page and table of contents ($30), the cost of establishing the addressograph system (about $60), and the cost of operating the mailing system (about $46). Thus the actual annual cost of the *American Archivist* this year was about $3,200. Stationery and petty cash funds of the editorial staff apparently are charged to the Secretary's budget.

The editor now has on hand or can obtain readily sufficient worthwhile material to publish two and probably four 128-page issues per year. The numerous compliments received on the scope and interest of the articles in the July 1950 issue makes him eager to be able to do this. It is believed that a budget of $3,300 could be stretched to pay for at least two 128-page issues, two 96-page issues, a few interesting illustrations (which cannot now be published for lack of funds) and all incidental costs. It is hoped that the Council can see its way clear to provide this amount for the coming year, for the editor believes that an enlarged and useful journal is the Society's best advertisement.

A second problem concerns the editorial board. This body should play a

vital role in the Society's publication program but, because the editor does not and probably will never have on hand large numbers of articles requiring review by the Board, the Board may seem to have little real responsibility. As a former member of the Board, the editor is certain that the present members must resent this situation. Actually, however, in addition to reviewing articles when called upon, the Board can aid the editor and the Society: (1) by appraising volumes 1-13 of the *American Archivist* to determine (a) what subject fields have been covered, (b) what subject fields have not been treated or have been dealt with inadequately, and (c) what persons might be approached to prepare articles to fill obvious gaps in our literature; (2) by serving as a body for the recruitment of articles and news items for submission to the editor and his staff; and (3) by planning, developing, and directing the publication of a long projected and much needed series of studies on the present status of archives administration and records management in the several states. Although some articles on individual states have been published, none has presented a complete story nor is it now possible to get anywhere a comparative picture of the overall situation as between states. A series of reports developed in accordance with a carefully thought out plan and prepared, possibly on a regional basis, by competent scholars selected by the Board would provide archivists everywhere with an invaluable reference tool. It is proposed that such a program be worked out between the editor, the Board, and the Council as a part of the Society's long-range publication program.

The advertising program has not prospered. Our efforts have resulted in securing but three clients. One client is most pleased with the results obtained, but the others have not indicated what business their ads have developed. Mr. Overman recently resigned as advertising manager and the editor is presently trying to fill the vacancy. It is believed, however, that once we learn the proper techniques and apply them energetically to all likely sources of advertising, we will fare better in this field.

A major task confronting the editor and the Board is to develop and actively pursue, in cooperation with the Secretary, a subscription campaign directed at American and Canadian college and university libraries and historical societies. We have many such subscriptions, but it is obvious that this relatively undeveloped source of revenue should be more fully exploited. A letter or advertising brochure should be developed and broadcast to such institutions, calling their attention to the importance of the *American Archivist* to both administrators and scholars who use the library and manuscript materials in their custody.

The editor once more appeals for the periodic issuance of a Society membership list, perhaps every third year, in processed form. The mailing list is certainly an inadequate substitute for such a list. Furthermore, he is sure that the nominating committee will agree that it is imperative that such a list be available if nominations for officers are to be secured efficiently from our members. Even President Brooks has felt the lack of such a list on several occasions!

The *American Archivist* has secured considerable free "advertising" result-

ing from the private reprinting and distribution of several articles published therein. The editor regrets, however, that no one saw to it that issues of our journal were on display at the International Congress of Archivists in Paris, although copies were made available for public examination at a recent archival conference held in Cuba.

Finally, the indexing of the first ten volumes has been completed. Sample pages have been typed up and submitted to The Torch Press for estimating costs of printing. It is believed that if possible the work should be done by The Torch Press in order that members and subscribers may have an index that will have the same format and typography as the issues it covers and can easily be bound up with them. This cannot be accomplished, however, unless most of the members of the Society purchase the index.

KARL L. TREVER
Editor